

# 2006

# ILLINOIS

# REGISTER

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AGENCIES



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## ILLINOIS DEPARTMENT OF CORRECTIONS

## NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Rights and Privileges
- 2) Code Citation: 20 Ill. Adm. Code 525
- 3) 

<u>Section Numbers:</u>	<u>Proposed Action:</u>
525.110	Amend
525.230	Amend
- 4) Statutory Authority: Implementing Sections 3-2-2, 3-7-1, 3-7-2, 3-8-7, 3-8-8, 3-10-8, and 3-10-9 of the Unified Code of Corrections [730 ILCS 5/3-2-2, 3-7-1, 3-7-2, 3-8-7, 3-8-8, and 3-10-9] and Section 1-3 of the Juvenile Court Act of 1987 [705 ILCS 405/1-3] and authorized by Sections 3-2-2 and 3-7-1 of the Unified Code of Corrections [730 ILCS 5/3-2-2 and 3-7-1]. Subpart A is also implementing a Consent Decree (Tillman vs. Rowe, #77 C 1008, N.D. Ill., 1977). Subpart C is also implementing a Court Agreement (Ryan vs. Walker, #04 C 4635, N.D. Ill., 2006)
- 5) A Complete Description of the Subjects and Issues Involved: Section 525.110 of this Part is being amended to include the Illinois Inspector General and State's Attorneys in the definitions for outgoing and incoming privileged mail. Section 525.230 is being amended pursuant to a settlement agreement that requires the Department to notify Publishers who directly mail publications to offenders when a specific publication has been deemed to contain unacceptable material and requires the written notice to indicate that the Publisher has 21 days from the date of the notice to file an objection and submit written supportive documentation.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other proposed rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: This rulemaking does not affect units of local government.

## ILLINOIS DEPARTMENT OF CORRECTIONS

## NOTICE OF PROPOSED AMENDMENTS

- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may submit written comments during the 45-day First Notice Period, which commences on the issue date of this publication of the *Illinois Register* to:

Beth Kiel, Rules Coordinator  
Illinois Department of Corrections  
1301 Concordia Court  
P. O. Box 19277  
Springfield, Illinois 62794-9277

(217) 522-2666, extension 6511

All written comments received after 45 days from the date of this publication will be considered, time permitting.

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not for profit corporations affected: None
  - B) Reporting, bookkeeping or other procedures required for compliance: None
  - C) Types of professional skills necessary for compliance: None
- 14) Regulatory Agenda on which this rulemaking was summarized: This rulemaking was not included on either of the 2 most recent agendas because: This rulemaking was not anticipated.

The full text of the Proposed Amendments begins on the next page:

ILLINOIS DEPARTMENT OF CORRECTIONS

NOTICE OF PROPOSED AMENDMENTS

TITLE 20: CORRECTIONS, CRIMINAL JUSTICE, AND LAW ENFORCEMENT

CHAPTER I: DEPARTMENT OF CORRECTIONS

SUBCHAPTER e: OPERATIONS

PART 525

RIGHTS AND PRIVILEGES

SUBPART A: VISITATION

Section

- 525.10 Applicability
- 525.12 Definitions
- 525.15 Responsibilities
- 525.20 Visiting Privileges
- 525.30 Clergy Visitation
- 525.40 Attorney Visitation – Adult Division
- 525.50 Attorney Visitation – Juvenile Division (Court Agreement)
- 525.60 Restriction of Visitors

SUBPART B: MAIL AND TELEPHONE CALLS

Section

- 525.100 Applicability
- 525.110 Definitions
- 525.115 Responsibilities
- 525.120 Processing of Mail
- 525.130 Outgoing Mail
- 525.140 Incoming Mail
- 525.150 Telephone Privileges

SUBPART C: PUBLICATIONS

Section

- 525.200 Applicability
- 525.202 Definitions
- 525.205 Responsibilities
- 525.210 General Guidelines
- 525.220 Publication Review Officer
- 525.230 Procedure for Review of Publications

## ILLINOIS DEPARTMENT OF CORRECTIONS

## NOTICE OF PROPOSED AMENDMENTS

## SUBPART D: MARRIAGE OF OFFENDERS

## Section

525.300	Applicability
525.302	Definitions
525.305	Responsibilities
525.310	Request for Permission to Marry

AUTHORITY: Implementing Sections 3-2-2, 3-7-1, 3-7-2, 3-8-7, 3-8-8, 3-10-8, and 3-10-9 of the Unified Code of Corrections [730 ILCS 5/3-2-2, 3-7-1, 3-7-2, 3-8-7, 3-8-8, 3-10-8, and 3-10-9] and Section 1-3 of the Juvenile Court Act of 1987 [705 ILCS 405/1-3] and authorized by Sections 3-2-2 and 3-7-1 of the Unified Code of Corrections [730 ILCS 5/3-2-2 and 3-7-1]. Subpart A is also implementing a Consent Decree (Tillman vs. Rowe, #77 C 1008, N.D. Ill., 1977). Subpart C is also implementing a Court Agreement (Ryan vs. Walker, #04 C 4635, N.D. Ill., 2006).

SOURCE: Adopted at 8 Ill. Reg. 14598, effective August 1, 1984; amended at 9 Ill. Reg. 10728, effective August 1, 1985; amended at 11 Ill. Reg. 16134, effective November 1, 1987; amended at 12 Ill. Reg. 9664, effective July 1, 1988; amended at 14 Ill. Reg. 5114, effective April 1, 1990; amended at 14 Ill. Reg. 19875, effective December 1, 1990; emergency amendment at 16 Ill. Reg. 3583, effective February 20, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 10439, effective July 1, 1992; peremptory amendment at 17 Ill. Reg. 1666, effective January 22, 1993; expedited correction at 17 Ill. Reg. 11903, effective January 22, 1993; peremptory amendment at 17 Ill. Reg. 8069, effective May 27, 1993; amended at 20 Ill. Reg. 15960, effective January 1, 1997; emergency amendment at 21 Ill. Reg. 641, effective January 1, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 7139, effective May 31, 1997; amended at 27 Ill. Reg. 8039, effective July 1, 2003; amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART B: MAIL AND TELEPHONE CALLS

**Section 525.110 Definitions**

- a) "~~Assistant~~Associate Director" means the second highest ranking official of the Department.
- b) "Chief" or "Deputy Director" means the highest ranking official of a ~~bureau~~, district, or division within the Department.
- c) "Chief Administrative Officer" means the highest ranking official of a

## ILLINOIS DEPARTMENT OF CORRECTIONS

## NOTICE OF PROPOSED AMENDMENTS

correctional facility.

- d) "Department" means the Department of Corrections.
- e) "Director" means the Director of the Department.
- f) "Incoming privileged mail" means mail from the following:
- 1) The Director;
  - 2) ~~Assistant~~Associate Director, Chiefs, and Deputy Directors, ~~Deputy Chiefs and Assistant Deputy Directors~~ of the Department;
  - 3) Department attorneys and State's Attorneys;
  - 4) Members of the Administrative Review Board;
  - 5) Members of the Prisoner Review Board;
  - 6) The Governor of Illinois;
  - 7) Federal or Illinois legislators;
  - 8) Chief Executive Officers of the Federal Bureau of Investigation, the Drug Enforcement Administration, the Criminal Division of the Department of Justice, the United States Customs Service, the Secret Service, the Illinois State Police, and Sheriff's Offices and Police Departments in the State of Illinois;
  - 9) Illinois Inspector General;
  - 10) ~~9)~~ John Howard Association; and
  - 11) ~~10)~~ Legal mail.
- g) "Outgoing privileged mail" means mail to the following:
- 1) The Director;
  - 2) ~~Assistance~~Associate Director, Chiefs, and Deputy Directors, ~~Deputy~~

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## NOTICE OF PROPOSED AMENDMENTS

~~Chiefs, and Assistant Deputy Directors~~ of the Department;

- 3) Department attorneys and State's Attorneys;
- 4) Members of the Administrative Review Board;
- 5) Members of the Prisoner Review Board;
- 6) The Governor of Illinois;
- 7) Federal or Illinois legislators;
- 8) Chief Executive Officers of the Federal Bureau of Investigation, the Drug Enforcement Administration, the Criminal Division of the Department of Justice, the United States Customs Service, the Secret Service, the Illinois State Police, and Sheriff's Offices and Police Departments in the State of Illinois;
- 9) Illinois Inspector General;
- ~~10)9)~~ John Howard Association;
- ~~11)10)~~ Clerks of courts or of the Illinois Court of Claims; and
- ~~12)11)~~ Legal mail.

h) "Legal mail" means mail to and from the following:

- 1) Registered Attorneys, except Department attorneys and State's Attorneys;
- 2) The Illinois Attorney General;
- 3) Judges or magistrates of any court or the Illinois Court of Claims Judges; and
- 4) Any organization thatwhich provides direct legal representation to offenders, but not including organizations thatwhich provide referrals to attorneys, such as bar associations.

i) "Offender" means a person committed to the Department or to the custody of the

## ILLINOIS DEPARTMENT OF CORRECTIONS

## NOTICE OF PROPOSED AMENDMENTS

Department.

(Source: Amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## SUBPART C: PUBLICATIONS

**Section 525.230 Procedure for Review of Publications**

- a) A Publication Review Officer, hereafter referred to as Officer, shall review publications to determine whether to recommend prohibiting acceptance of any publications that he or she finds to contain material determined to be:
- 1) Obscene;
  - 2) Detrimental to security, good order, rehabilitation, or discipline or if it might facilitate criminal activity, or be detrimental to mental health needs of an offender as determined by a mental health professional.
- b) A publication may not be rejected solely because its content is religious, philosophical, political, social, or sexual or because its contents are unpopular or repugnant. A publication that may be rejected includes, but is not limited to, a publication or portion thereof that meets one of the following criteria:
- 1) It is obscene;
  - 2) It is written in code or facilitates communication between offenders;
  - 3) It depicts, describes, or encourages activities that may lead to the use of physical violence or group disruption or it facilitates organizational activity without approval of the Chief Administrative Officer;
  - 4) It advocates or encourages violence, hatred, or group disruption or it poses an intolerable risk of violence or disruption;
  - 5) It encourages or instructs in the commission of criminal activity;
  - 6) ~~It~~ includes sexually explicit material that by its nature or content poses a threat to security, good order, or discipline or it facilitates criminal

## ILLINOIS DEPARTMENT OF CORRECTIONS

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activity;

- 7) It is otherwise detrimental to security, good order, rehabilitation, or discipline or it might facilitate criminal activity or be detrimental to mental health.
- c) If a review is initiated, the offender shall be notified in writing that the publication is under review and the notice shall include an explanation why the publication is deemed to contain unacceptable material in accordance with the standards set forth in this Section. If the publication was mailed directly from the publisher, a copy of the notice shall be sent to the publisher. The written notice shall be sent to the offender and the publisher, if applicable, no later than 30 days from the date the correctional facility receives the publication. The written notice shall indicate that:
- 1) The offender~~He or she~~ may submit a written supportive statement or other documentation within 7 days after the date of the notice that the publication is under review. An extension will be granted if in the opinion of the Officer there is a legitimate reason why relevant information could not be submitted timely.
  - 2) The publisher shall be allowed 21 days from the date of the notice to file an objection and to submit a written supportive statement or other documentation.
  - 3)2) The offender~~He or she~~ may request to appear before the Officer. The appearance will be allowed if the Officer determines that thesueh appearance is necessary for an appropriate review.
  - 4)3) The offender~~He or she~~ may ask for assistance or information regarding the publication review procedure.
  - 5)4) If the publication is approved, it will be forwarded to the offender upon completion of the review. If the publication is not provided to the offender within 60 days after the date of the written notice, the publication shall be deemed disapproved and the offender may file a grievance in accordance with 20 Ill. Adm. Code 504: Subpart F.
- d) Any recommendation for denial shall be forwarded to the Chief Administrative Officer with an explanation. If the Chief Administrative Officer concurs with the

## ILLINOIS DEPARTMENT OF CORRECTIONS

## NOTICE OF PROPOSED AMENDMENTS

recommendation to deny the publication, the publication shall be disapproved.

- e) The Publication Review Officer shall maintain copies of decisions in a designated area for at least 3 years.
- f) If after 6 consecutive issues of a publication have been denied and it is determined unlikely that future issues of the publication will be approved, the publication may be banned.
- g) If the characteristic content of a banned publication significantly changes to no longer warrant denial of the publication in accordance with this Section, an offender may request another review of the publication by the [Publication Review Officer](#). A previously banned publication shall be subject to review no more frequently than every 4 months. If a review is to be initiated, the offender shall be advised to arrange for one or more issues of the publication to be submitted to the [Publication Review Officer](#) at the offender's expense.
  - 1) The review shall be conducted in the same manner as the initial review of the publication.
  - 2) If an issue of a previously banned publication is approved, an offender may request subsequent issues to be reviewed notwithstanding the 4 month review period.
  - 3) The [Publication Review Officer](#) may recommend that a previously banned publication be approved.
- h) The Director may establish a Central Publication Review Committee to periodically review and make recommendations regarding facility determinations or recommendations to the Director who may approve or disapprove the recommendations based on the standards set forth in this Section. If a Committee is appointed:
  - 1) Committee members shall consist of at least one representative each from administrative and operational staff.
  - 2) Reviews need only be conducted by one member of the Committee.
  - 3) The facility and the offender shall be notified of any decision made by the Director.

ILLINOIS DEPARTMENT OF CORRECTIONS

NOTICE OF PROPOSED AMENDMENTS

(Source: Amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

## NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Hospital Services
- 2) Code Citation: 89 Ill. Adm. Code 148
- 3) Section Numbers:      Proposed Action:  
     148.126                      Amendment  
     148.295                      Amendment
- 4) Statutory Authority: Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/12-13]
- 5) Complete Description of the Subjects and Issues Involved: These proposed amendments concerning hospital services provide additional funding under Safety Net Adjustment Payments (SNAP) and Critical Hospital Adjustment Payments (CHAP) to ensure access to quality health care for medical assistance clients. Annual spending is expected to increase by approximately \$12.1 million and \$8.6 million, for SNAP and CHAP respectively.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other proposed rulemakings pending on this Part? Yes
 

<u>Sections</u>	<u>Proposed Action</u>	<u>Illinois Register Citation</u>
148.126	Amendment	March 10, 2006 (30 Ill. Reg. 2681)
148.140	Amendment	September 30, 2005 (29 Ill. Reg. 14502)
- 11) Statement of Statewide Policy Objectives: This rulemaking does not affect units of local government.
- 12) Time, Place, and Manner in Which Interested Persons May Comment on this Proposed Rulemaking: Any interested parties may submit comments, data, views, or arguments concerning this proposed rulemaking. All comments must be in writing and should be addressed to:

## DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

## NOTICE OF PROPOSED AMENDMENTS

Tamara Tanzillo Hoffman  
Office of the General Counsel, Rules Section  
Illinois Department of Healthcare and Family Services  
201 South Grand Avenue East, Third Floor  
Springfield, Illinois 62763-0002

(217) 557-7157

The Department requests the submission of written comments within 30 days after the publication of this Notice. The Department will consider all written comments it receives during the first notice period as required by Section 5-40 of the Illinois Administrative Procedure Act [5 ILCS 100/5-40].

Any interested persons may review these proposed amendments on the Internet at <http://www.dpailinois.com/publicnotice/>. Access to the Internet is available through any local public library. In addition, the amendments may be reviewed at the Illinois Department of Human Services' local offices (except in Cook County). In Cook County, the amendments may be reviewed at the Office of the Director, Department of Healthcare and Family Services, 100 West Randolph Street, Suite 10-300, Chicago, Illinois. The amendments may be reviewed at all offices Monday through Friday from 8:30 a.m. until 5:00 p.m. This Notice is being provided in accordance with federal requirements at 42 CFR 447.205.

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: Medicaid Funded Hospitals
  - B) Reporting, bookkeeping or other procedures required for compliance: None
  - C) Types of professional skills necessary for compliance: None
- 14) Regulatory Agenda on Which this Rulemaking Was Summarized: This rulemaking was not included on either of the two most recent agendas because: This rulemaking was not anticipated by the Department when the most recent regulatory agendas were published.

The full text of the Proposed Amendments begins on the next page:

## DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

## NOTICE OF PROPOSED AMENDMENTS

## TITLE 89: SOCIAL SERVICES

## CHAPTER I: DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

## SUBCHAPTER d: MEDICAL PROGRAMS

## PART 148

## HOSPITAL SERVICES

## SUBPART A: GENERAL PROVISIONS

## Section

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148.20	Participation
148.25	Definitions and Applicability
148.30	General Requirements
148.40	Special Requirements
148.50	Covered Hospital Services
148.60	Services Not Covered as Hospital Services
148.70	Limitation On Hospital Services

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## Section

148.80	Organ Transplants Services Covered Under Medicaid (Repealed)
148.82	Organ Transplant Services
148.85	Supplemental Tertiary Care Adjustment Payments
148.90	Medicaid Inpatient Utilization Rate (MIUR) Adjustment Payments
148.95	Medicaid Outpatient Utilization Rate (MOUR) Adjustment Payments
148.100	Outpatient Rural Hospital Adjustment Payments
148.103	Outpatient Service Adjustment Payments
148.105	Psychiatric Adjustment Payments
148.110	Psychiatric Base Rate Adjustment Payments
148.112	High Volume Adjustment Payments
148.115	Rural Adjustment Payments
148.120	Disproportionate Share Hospital (DSH) Adjustments
148.122	Medicaid Percentage Adjustments
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148.130	Outlier Adjustments for Exceptionally Costly Stays
148.140	Hospital Outpatient and Clinic Services
148.150	Public Law 103-66 Requirements
148.160	Payment Methodology for County-Owned Hospitals in an Illinois County with a

## DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

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- 148.170 Population of Over Three Million  
Payment Methodology for Hospitals Organized Under the University of Illinois Hospital Act
- 148.175 Supplemental Disproportionate Share Payment Methodology for Hospitals Organized Under the Town Hospital Act
- 148.180 Payment for Pre-operative Days, Patient Specific Orders, and Services Which Can Be Performed in an Outpatient Setting
- 148.190 Copayments
- 148.200 Alternate Reimbursement Systems
- 148.210 Filing Cost Reports
- 148.220 Pre September 1, 1991, Admissions
- 148.230 Admissions Occurring on or after September 1, 1991
- 148.240 Utilization Review and Furnishing of Inpatient Hospital Services Directly or Under Arrangements
- 148.250 Determination of Alternate Payment Rates to Certain Exempt Hospitals
- 148.260 Calculation and Definitions of Inpatient Per Diem Rates
- 148.270 Determination of Alternate Cost Per Diem Rates For All Hospitals; Payment Rates for Certain Exempt Hospital Units; and Payment Rates for Certain Other Hospitals
- 148.280 Reimbursement Methodologies for Children's Hospitals and Hospitals Reimbursed Under Special Arrangements
- 148.285 Excellence in Academic Medicine Payments
- 148.290 Adjustments and Reductions to Total Payments
- 148.295 Critical Hospital Adjustment Payments (CHAP)
- 148.296 Tertiary Care Adjustment Payments
- 148.297 Pediatric Outpatient Adjustment Payments
- 148.298 Pediatric Inpatient Adjustment Payments
- 148.300 Payment
- 148.310 Review Procedure
- 148.320 Alternatives
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- 148.340 Subacute Alcoholism and Substance Abuse Treatment Services
- 148.350 Definitions (Repealed)
- 148.360 Types of Subacute Alcoholism and Substance Abuse Treatment Services (Repealed)
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## DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

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148.400	Special Hospital Reporting Requirements
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148.630	Criteria and Information Required to Establish Eligibility
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148.TABLE B	Bureau of Labor Statistics Equivalence
148.TABLE C	List of Metropolitan Counties by SMSA Definition

AUTHORITY: Implementing and authorized by Articles III, IV, V and VI and Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/Arts. III, IV, V, VI and 12-13].

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SOURCE: Sections 148.10 thru 148.390 recodified from 89 Ill. Adm. Code 140.94 thru 140.398 at 13 Ill. Reg. 9572; Section 148.120 recodified from 89 Ill. Adm. Code 140.110 at 13 Ill. Reg. 12118; amended at 14 Ill. Reg. 2553, effective February 9, 1990; emergency amendment at 14 Ill. Reg. 11392, effective July 1, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 15358, effective September 13, 1990; amended at 14 Ill. Reg. 16998, effective October 4, 1990; amended at 14 Ill. Reg. 18293, effective October 30, 1990; amended at 14 Ill. Reg. 18499, effective November 8, 1990; emergency amendment at 15 Ill. Reg. 10502, effective July 1, 1991, for a maximum of 150 days; emergency expired October 29, 1991; emergency amendment at 15 Ill. Reg. 12005, effective August 9, 1991, for a maximum of 150 days; emergency expired January 6, 1992; emergency amendment at 15 Ill. Reg. 16166, effective November 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 18684, effective December 23, 1991; amended at 16 Ill. Reg. 6255, effective March 27, 1992; emergency amendment at 16 Ill. Reg. 11335, effective June 30, 1992, for a maximum of 150 days; emergency expired November 27, 1992; emergency amendment at 16 Ill. Reg. 11942, effective July 10, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14778, effective October 1, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 19873, effective December 7, 1992; amended at 17 Ill. Reg. 131, effective December 21, 1992; amended at 17 Ill. Reg. 3296, effective March 1, 1993; amended at 17 Ill. Reg. 6649, effective April 21, 1993; amended at 17 Ill. Reg. 14643, effective August 30, 1993; emergency amendment at 17 Ill. Reg. 17323, effective October 1, 1993, for a maximum of 150 days; amended at 18 Ill. Reg. 3450, effective February 28, 1994; emergency amendment at 18 Ill. Reg. 12853, effective August 2, 1994, for a maximum of 150 days; amended at 18 Ill. Reg. 14117, effective September 1, 1994; amended at 18 Ill. Reg. 17648, effective November 29, 1994; amended at 19 Ill. Reg. 1067, effective January 20, 1995; emergency amendment at 19 Ill. Reg. 3510, effective March 1, 1995, for a maximum of 150 days; emergency expired July 29, 1995; emergency amendment at 19 Ill. Reg. 6709, effective May 12, 1995, for a maximum of 150 days; amended at 19 Ill. Reg. 10060, effective June 29, 1995; emergency amendment at 19 Ill. Reg. 10752, effective July 1, 1995, for a maximum of 150 days; amended at 19 Ill. Reg. 13009, effective September 5, 1995; amended at 19 Ill. Reg. 16630, effective November 28, 1995; amended at 20 Ill. Reg. 872, effective December 29, 1995; amended at 20 Ill. Reg. 7912, effective May 31, 1996; emergency amendment at 20 Ill. Reg. 9281, effective July 1, 1996, for a maximum of 150 days; emergency amendment at 20 Ill. Reg. 12510, effective September 1, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 15722, effective November 27, 1996; amended at 21 Ill. Reg. 607, effective January 2, 1997; amended at 21 Ill. Reg. 8386, effective June 23, 1997; emergency amendment at 21 Ill. Reg. 9552, effective July 1, 1997, for a maximum of 150 days; emergency amendment at 21 Ill. Reg. 9822, effective July 2, 1997, for a maximum of 150 days; emergency amendment at 21 Ill. Reg. 10147, effective August 1, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 13349, effective September 23, 1997; emergency amendment at 21 Ill. Reg. 13675, effective September 27, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 16161, effective November 26, 1997;

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amended at 22 Ill. Reg. 1408, effective December 29, 1997; amended at 22 Ill. Reg. 3083, effective January 26, 1998; amended at 22 Ill. Reg. 11514, effective June 22, 1998; emergency amendment at 22 Ill. Reg. 13070, effective July 1, 1998, for a maximum of 150 days; emergency amendment at 22 Ill. Reg. 15027, effective August 1, 1998, for a maximum of 150 days; amended at 22 Ill. Reg. 16273, effective August 28, 1998; amended at 22 Ill. Reg. 21490, effective November 25, 1998; amended at 23 Ill. Reg. 5784, effective April 30, 1999; amended at 23 Ill. Reg. 7115, effective June 1, 1999; amended at 23 Ill. Reg. 7908, effective June 30, 1999; emergency amendment at 23 Ill. Reg. 8213, effective July 1, 1999, for a maximum of 150 days; emergency amendment at 23 Ill. Reg. 12772, effective October 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 13621, effective November 1, 1999; amended at 24 Ill. Reg. 2400, effective February 1, 2000; amended at 24 Ill. Reg. 3845, effective February 25, 2000; emergency amendment at 24 Ill. Reg. 10386, effective July 1, 2000, for a maximum of 150 days; amended at 24 Ill. Reg. 11846, effective August 1, 2000; amended at 24 Ill. Reg. 16067, effective October 16, 2000; amended at 24 Ill. Reg. 17146, effective November 1, 2000; amended at 24 Ill. Reg. 18293, effective December 1, 2000; amended at 25 Ill. Reg. 5359, effective April 1, 2001; emergency amendment at 25 Ill. Reg. 5432, effective April 1, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 6959, effective June 1, 2001; emergency amendment at 25 Ill. Reg. 9974, effective July 23, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 10513, effective August 2, 2001; emergency amendment at 25 Ill. Reg. 12870, effective October 1, 2001, for a maximum of 150 days; emergency expired February 27, 2002; amended at 25 Ill. Reg. 16087, effective December 1, 2001; emergency amendment at 26 Ill. Reg. 536, effective December 31, 2001, for a maximum of 150 days; emergency amendment at 26 Ill. Reg. 680, effective January 1, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 4825, effective March 15, 2002; emergency amendment at 26 Ill. Reg. 4953, effective March 18, 2002, for a maximum of 150 days; emergency amendment repealed at 26 Ill. Reg. 7786, effective July 1, 2002; emergency amendment at 26 Ill. Reg. 7340, effective April 30, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 8395, effective May 28, 2002; emergency amendment at 26 Ill. Reg. 11040, effective July 1, 2002, for a maximum of 150 days; emergency amendment repealed at 26 Ill. Reg. 16612, effective October 22, 2002; amended at 26 Ill. Reg. 12322, effective July 26, 2002; amended at 26 Ill. Reg. 13661, effective September 3, 2002; amended at 26 Ill. Reg. 14808, effective September 26, 2002; emergency amendment at 26 Ill. Reg. 14887, effective October 1, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 17775, effective November 27, 2002; emergency amendment at 27 Ill. Reg. 580, effective January 1, 2003, for a maximum of 150 days; emergency amendment at 27 Ill. Reg. 866, effective January 1, 2003, for a maximum of 150 days; amended at 27 Ill. Reg. 4386, effective February 24, 2003; emergency amendment at 27 Ill. Reg. 8320, effective April 28, 2003, for a maximum of 150 days; emergency amendment repealed at 27 Ill. Reg. 12121, effective July 10, 2003; amended at 27 Ill. Reg. 9178, effective May 28, 2003; emergency amendment at 27 Ill. Reg. 11041, effective July 1, 2003, for a maximum of 150 days; emergency amendment at 27 Ill. Reg. 16185, effective October 1, 2003, for a maximum of 150 days; emergency amendment at 27

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Ill. Reg. 16268, effective October 1, 2003, for a maximum of 150 days; amended at 27 Ill. Reg. 18843, effective November 26, 2003; emergency amendment at 28 Ill. Reg. 1418, effective January 8, 2004, for a maximum of 150 days; emergency amendment at 28 Ill. Reg. 1766, effective January 10, 2004, for a maximum of 150 days; emergency expired June 7, 2004; amended at 28 Ill. Reg. 2770, effective February 1, 2004; emergency amendment at 28 Ill. Reg. 5902, effective April 1, 2004, for a maximum of 150 days; amended at 28 Ill. Reg. 7101, effective May 3, 2004; amended at 28 Ill. Reg. 8072, effective June 1, 2004; emergency amendment at 28 Ill. Reg. 8167, effective June 1, 2004, for a maximum of 150 days; amended at 28 Ill. Reg. 9661, effective July 1, 2004; emergency amendment at 28 Ill. Reg. 10157, effective July 1, 2004, for a maximum of 150 days; emergency amendment at 28 Ill. Reg. 12036, effective August 3, 2004, for a maximum of 150 days; emergency expired December 30, 2004; emergency amendment at 28 Ill. Reg. 12227, effective August 6, 2004, for a maximum of 150 days; emergency expired January 2, 2005; amended at 28 Ill. Reg. 14557, effective October 27, 2004; amended at 28 Ill. Reg. 15536, effective November 24, 2004; amended at 29 Ill. Reg. 861, effective January 1, 2005; emergency amendment at 29 Ill. Reg. 2026, effective January 21, 2005, for a maximum of 150 days; amended at 29 Ill. Reg. 5514, effective April 1, 2005; emergency amendment at 29 Ill. Reg. 5756, effective April 8, 2005, for a maximum of 150 days; emergency amendment repealed by emergency rulemaking at 29 Ill. Reg. 11622, effective July 5, 2005, for the remainder of the 150 days; amended at 29 Ill. Reg. 8363, effective June 1, 2005; emergency amendment at 29 Ill. Reg. 10275, effective July 1, 2005, for a maximum of 150 days; emergency amendment at 29 Ill. Reg. 12568, effective August 1, 2005, for a maximum of 150 days; emergency amendment at 29 Ill. Reg. 15629, effective October 1, 2005, for a maximum of 150 days; amended at 29 Ill. Reg. 19973, effective November 23, 2005; amended at 30 Ill. Reg. 383, effective December 28, 2005; emergency amendment at 30 Ill. Reg. 596, effective January 1, 2006, for a maximum of 150 days; emergency amendment at 30 Ill. Reg. 955, effective January 9, 2006, for a maximum of 150 days; amended at 30 Ill. Reg. 2827, effective February 24, 2006; emergency amendment at 30 Ill. Reg. 7786, effective April 10, 2006, for a maximum of 150 days; amended at 30 Ill. Reg. 8877, effective May 1, 2006; amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART B: REIMBURSEMENT AND RELATED PROVISIONS

**Section 148.126 Safety Net Adjustment Payments**

- a) Qualifying criteria: Safety net adjustment payments shall be made to a qualifying hospital, as defined in this subsection (a) unless the hospital does not provide comprehensive emergency treatment services as defined in 77 Ill. Adm. Code 250.710(a) on or after July 1, 2006, but did provide comprehensive emergency treatment services as defined in 77 Ill. Adm. Code 250.710(a) on January 1, 2006. A hospital not otherwise excluded under subsection (b) of this Section shall

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qualify for payment if it meets one of the following criteria:

- 1) The hospital has, as provided in subsection (e)(6) of this Section, an MIUR equal to or greater than 40 percent.
- 2) The hospital has the highest number of obstetrical care days in the safety net hospital base year.
- 3) The hospital is, as of October 1, 2001, a sole community hospital, as defined by the United States Department of Health and Human Services (42 CFR 412.92).
- 4) The hospital is, as of October 1, 2001, a rural hospital, as described in Section 148.25(g)(3), that meets all of the following criteria:
  - A) Has an MIUR greater than 33 percent.
  - B) Is designated a perinatal level two center by the Illinois Department of Public Health.
  - C) Has fewer than 125 licensed beds.
- 5) The hospital is a rural hospital, as described in Section 148.25(g)(3).
- 6) The hospital meets all of the following criteria:
  - A) Has an MIUR greater than 30 percent.
  - B) Had an occupancy rate greater than 80 percent in the safety net hospital base year.
  - C) Provided greater than 15,000 total days in the safety net hospital base year.
- 7) The hospital meets all of the following criteria:
  - A) Does not already qualify under subsections (a)(1) through (a)(6) of this Section.
  - B) Has an MIUR greater than 25 percent.

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- C) Had an occupancy rate greater than 68 percent in the safety net hospital base year.
- D) Provided greater than 12,000 total days in the safety net hospital base year.

~~8) The hospital meets all of the following criteria:~~

- ~~A) Does not already qualify under subsections (a)(1) through (a)(7) of this Section.~~
- ~~B) Is located outside of HSA-6.~~
- ~~C) Has an MIUR greater than 16 percent.~~
- ~~D) Has more than 475 licensed beds.~~
- ~~E) Has an average length of stay less than five days.~~

89) The hospital meets all of the following criteria in the safety net base year:

- A) Is a rural hospital, as described in Section 148.25(g)(3).
- B) Has an MIUR greater than 18 percent.
- C) Has a combined MIUR greater than 45 percent.
- D) Has licensed beds less than or equal to 60.
- E) Provided greater than 400 total days.
- F) Provided fewer than 125 obstetrical care days.

940) The hospital meets all of the following criteria in the safety net base year:

- A) Is a psychiatric hospital, as described in 89 Ill. Adm. Code 149.50(c)(1).
- B) Has licensed beds greater than 120.

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C) Has an average length of stay less than ten days.

10) The hospital meets all of the following criteria in the safety net base year:

A) Does not already qualify under subsections (a)(1) through (a)(9) of this Section.

B) Has an MIUR greater than 17 percent.

C) Has licensed beds greater than 450.

D) Has an average length of stay less than four days.

11) The hospital meets all of the following criteria in the safety net base year:

A) Does not already qualify under subsections (a)(1) through (a)(10) of this Section.

B) Has an MIUR greater than 21 percent.

C) Has licensed beds greater than 350.

D) Has an average length of stay less than 3.15 days.

12) The hospital meets all of the following criteria in the safety net base year:

A) Does not already qualify under subsections (a)(1) through (a)(11) of this Section.

B) Has an MIUR greater than 34 percent.

C) Has licensed beds greater than 350.

D) Is designated a perinatal Level II center by the Illinois Department of Public Health.

13) The hospital meets all of the following criteria in the safety net base year:

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- A) Does not already qualify under subsections (a)(1) through (a)(12) of this Section.
  - B) Has an MIUR greater than 35 percent.
  - C) Has an average length of stay less than four days.
- 14) The hospital meets all of the following criteria in the safety net base year:
  - A) Does not already qualify under subsections (a)(1) through (a)(13) of this Section.
  - B) Has a CMIUR greater than 25 percent.
  - C) Has an MIUR greater than 12 percent.
  - D) Is designated a perinatal Level II center by the Illinois Department of Public Health.
  - E) Has licensed beds greater than 400.
  - F) Has an average length of stay less than 3.5 days.
- b) The following five classes of hospitals are ineligible for safety net adjustment payments associated with the qualifying criteria listed in subsections (a)(1) through (a)(4) and subsections (a)(6) through (a)(9) of this Section:
  - 1) Hospitals located outside of Illinois.
  - 2) County-owned hospitals, as described in Section 148.25(b)(1)(A).
  - 3) Hospitals organized under the University of Illinois Hospital Act, as described in Section 148.25(b)(1)(B).
  - 4) Psychiatric hospitals, as described in 89 Ill. Adm. Code 149.50(c)(1).
  - 5) Long term stay hospitals, as described in 89 Ill. Adm. Code 149.50(c)(4).
- c) Safety Net Adjustment Rates

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- 1) For a hospital qualifying under subsection (a)(1) of this Section, the rate is the sum of the amounts for each of the following criteria for which it qualifies:
  - A) A qualifying hospital – \$15.00.
  - B) A rehabilitation hospital, as described in 89 Ill. Adm. Code 149.50(c)(2) – \$20.00.
  - C) A children's hospital, as described in 89 Ill. Adm. Code 149.50(c)(3) – \$20.00.
  - D) A children's hospital that has an MIUR greater than or equal to 80 per centum that is:
    - i) Located within HSA 6 or HSA 7 – ~~\$296.00~~\$200.50.
    - ii) Located outside HSA 6 or HSA 7 – \$35.00.
  - E) A children's hospital that has an MIUR less than 80 per centum, but greater than or equal to 60 per centum, that is:
    - i) Located within HSA 6 or HSA 7 – \$35.00.
    - ii) Located outside HSA 6 or HSA 7 – \$15.00.
  - F) A children's hospital that has an MIUR less than 60 per centum, but greater than or equal to 45 per centum, that is:
    - i) Located within HSA 6 or HSA 7 – \$12.00.
    - ii) Located outside HSA 6 or HSA 7 – \$5.00.
  - G) A children's hospital with more than 25 graduate medical education programs, as listed in the "2000-2001 Graduate Medical Education Directory" – \$125.00.
  - H) A children's hospital that is a rural hospital – \$145.00.
  - I) A qualifying hospital that is neither a rehabilitation hospital nor a

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children's hospital that is located in HSA 6 and that:

- i) Provides obstetrical care – \$10.00.
- ii) Has at least one graduate medical education program, as listed in the "2000-2001 Graduate Medical Education Directory" – \$5.00.
- iii) Has at least one obstetrical graduate medical education program, as listed in the "2000-2001 Graduate Medical Education Directory" – \$5.00.
- iv) Provided more than 5,000 obstetrical days during the safety net hospital base year – \$35.00.
- v) Provided fewer than 4,000 obstetrical days during the safety net hospital base year and its average length of stay is: less than or equal to 4.50 days – \$5.00; less than 4.00 days – \$5.00; less than 3.75 days – \$5.00.
- vi) Provides obstetrical care and has an MIUR greater than 65 percent – \$11.00.

vii) Has greater than 700 licensed beds – \$37.75.

- J) A qualifying hospital that is neither a rehabilitation hospital nor a children's hospital, that is located outside HSA 6, that has an MIUR greater than 50 per centum, and that:
  - i) Provides obstetrical care – \$70.00.
  - ii) Does not provide obstetrical care – \$30.00.
  - iii) Is a trauma center, recognized by the Illinois Department of Public Health (IDPH), as of July 1, 2005 – \$173.50~~\$84.00~~.
- K) A qualifying hospital that provided greater than 35,000 total days in the safety net hospital base year – \$6.00.
- L) A qualifying hospital with two or more graduate medical education

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programs, as listed in the "2000-2001 Graduate Medical Education Directory", with an average length of stay fewer than 4.00 days – \$48.00.

- 2) For a hospital qualifying under subsection (a)(2) of this Section, the rate shall be \$123.00.
- 3) For a hospital qualifying under subsection (a)(3) of this Section, the rate is the sum of the amounts for each of the following criteria for which it qualifies:
  - A) A qualifying hospital – \$40.00.
  - B) A hospital that has an average length of stay of fewer than 4.00 days, and:
    - i) More than 150 licensed beds – \$20.00.
    - ii) Fewer than 150 licensed beds – \$40.00.
  - C) A qualifying hospital with the lowest average length of stay – \$15.00.
  - D) A hospital that has a CMIUR greater than 65 per centum – \$35.00.
  - E) A hospital that has fewer than 25 total admissions in the safety net hospital base year – \$160.00.
- 4) For a hospital qualifying under subsection (a)(4) of this Section, the rate shall be \$55.00.
- 5) For a hospital qualifying under subsection (a)(5) of this Section, the rate is the sum of the amounts for each of the following for which it qualifies, divided by the hospital's total days:
  - A) The hospital that has the highest number of obstetrical care admissions – \$30,840.00.
  - B) The greater of:

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- i) The product of \$115.00 multiplied by the number of obstetrical care admissions.
    - ii) The product of \$11.50 multiplied by the number of general care admissions.
  - 6) For a hospital qualifying under subsection (a)(6) of this Section, the rate is \$53.00.
  - 7) For a hospital qualifying under subsection (a)(7) of this Section, the rate is \$175.50~~\$117.00~~.
  - ~~8) For a hospital qualifying under subsection (a)(8) of this Section, the rate is \$34.50.~~
  - ~~89) For a hospital qualifying under subsection (a)(8)(9) of this Section, the rate is \$124.50.~~
  - ~~940) For a hospital qualifying under subsection (a)(9)(10) of this Section, the rate is \$85.50.~~
  - 10) For a hospital qualifying under subsection (a)(10) of this Section, the rate is \$13.75.
  - 11) For a hospital qualifying under subsection (a)(11) of this Section, the rate is \$39.50.
  - 12) For a hospital qualifying under subsection (a)(12) of this Section, the rate is \$120.25.
  - 13) For a hospital qualifying under subsection (a)(13) of this Section, the rate is \$231.50.
  - 14) For a hospital qualifying under subsection (a)(14) of this Section, the rate is \$172.00.
- d) Payment to a Qualifying Hospital
- 1) The total annual payments to a qualifying hospital shall be the product of the hospital's rate multiplied by two multiplied by total days.

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- 2) For the safety net adjustment period occurring in State fiscal year 2006, total payments will equal the methodologies described in subsection (c) of this Section. For the period October 1, 2005 through June 30, 2006, payment will equal the State fiscal year 2006 amount less the amount the hospital received under the safety net adjustment period for the quarter ending September 30, 2005.
  - 3) For safety net adjustment periods occurring after State fiscal year 2006, total payments will equal the methodologies described in subsection (c) of this Section and shall be paid to the hospital during the safety net adjustment period in installments on, at least, a quarterly basis.
- e) Definitions
- 1) "Average length of stay" means, for a given hospital, a fraction in which the numerator is the number of total days and the denominator is the number of total admissions.
  - 2) "CMIUR" means, for a given hospital, the sum of the MIUR plus the Medicaid obstetrical inpatient utilization rate, determined as of October 1, 2001, as defined in Section 148.120(k)(6).
  - 3) "General care admissions" means, for a given hospital, the number of hospital inpatient admissions for recipients of medical assistance under Title XIX of the Social Security Act, as tabulated from the Department's claims data for admissions occurring in the safety net hospital base year that were adjudicated by the Department by June 30, 2001, excluding admissions for: obstetrical care, as defined in subsection (e)(7) of this Section; normal newborns; psychiatric care; physical rehabilitation; and those covered in whole or in part by Medicare (Medicaid/Medicare crossover admissions).
  - 4) "HSA" means Health Service Area, as defined by the Illinois Department of Public Health.
  - 5) "Licensed beds" means, for a given hospital, the number of licensed beds, excluding long term care and substance abuse beds, as listed in the July 25, 2001, Illinois Department of Public Health report entitled "Percent Occupancy by Service in Year 2000 for Short Stay, Non-Federal Hospitals

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in Illinois."

- 6) "MIUR", for a given hospital, has the meaning as defined in Section 148.120(k)(5) and shall be determined in accordance with Section 148.120(c) and (f). For purposes of this Section, the MIUR determination that was used to determine a hospital's eligibility for Disproportionate Share Hospital Adjustment payments in rate year 2002 shall be the same determination used to determine a hospital's eligibility for safety net adjustment payments in the Safety Net Adjustment Period.
- 7) "Obstetrical care admissions" means, for a given hospital, the number of hospital inpatient admissions for recipients of medical assistance under Title XIX of the Social Security Act, as tabulated from the Department's claims data, for admissions occurring in the safety net hospital base year that were adjudicated by the Department through June 30, 2001, and were assigned by the Department a diagnosis related grouping (DRG) code of 370 through 375.
- 8) "Obstetrical care days" means, for a given hospital, days of hospital inpatient service associated with the obstetrical care admissions described in subsection (e)(7) of this Section.
- 9) "Occupancy rate" means a fraction, the numerator of which is the hospital's total days, excluding long term care and substance abuse days, and the denominator of which is the hospital's total beds, excluding long term care and substance abuse beds, multiplied by 365 days. The data used for calculation of the hospital occupancy rate is as listed in the July 25, 2001, Illinois Department of Public Health report entitled "Percent Occupancy by Service in Year 2000 for Short Stay, Non-Federal Hospitals in Illinois."
- 10) "Safety net hospital base year" means the 12-month period beginning on July 1, 1999, and ending on June 30, 2000.
- 11) "Safety net adjustment period" means, beginning July 1, 2002, the 12 month period beginning on July 1 of a year and ending on June 30 of the following year.
- 12) "Total admissions" means, for a given hospital, the number of hospital inpatient admissions for recipients of medical assistance under Title XIX

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of the Social Security Act, excluding admissions for individuals eligible for Medicare under Title XVIII of that Act (Medicaid/Medicare crossover admissions), as tabulated from the Department's claims data for admissions occurring in the safety net hospital base year that were adjudicated by the Department through June 30, 2001.

- 13) "Total days" means, for a given hospital, the sum of days of inpatient hospital service provided to recipients of medical assistance under Title XIX of the federal Social Security Act, excluding days for individuals eligible for Medicare under Title XVIII of that Act (Medicaid/Medicare crossover days), as tabulated from the Department's claims data for admissions occurring in the safety net hospital base year that were adjudicated by the Department through June 30, 2001.

(Source: Amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 148.295 Critical Hospital Adjustment Payments (CHAP)**

Critical Hospital Adjustment Payments (CHAP) shall be made to all eligible hospitals excluding county-owned hospitals, as described in Section 148.25(b)(1)(A), unless otherwise noted in this Section, and hospitals organized under the University of Illinois Hospital Act, as described in Section 148.25(b)(1)(B), for inpatient admissions occurring on or after July 1, 1998, in accordance with this Section.

- a) Trauma Center Adjustments (TCA)  
The Department shall make a TCA to Illinois hospitals recognized, as of the first day of July in the CHAP rate period, as a Level I or Level II trauma center by the Illinois Department of Public Health (IDPH) in accordance with the provisions of subsections (a)(1) through (a)(3) of this Section.
- 1) Level I Trauma Center Adjustment.
- A) Criteria. Illinois hospitals that, on the first day of July in the CHAP rate period, are recognized as a Level I trauma center by the Illinois Department of Public Health shall receive the Level I trauma center adjustment.
- B) Adjustment. Illinois hospitals meeting the criteria specified in subsection (a)(1)(A) of this Section shall receive an adjustment as follows:

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- i) Hospitals with Medicaid trauma admissions equal to or greater than the mean Medicaid trauma admissions, for all hospitals qualifying under subsection (a)(1)(A) of this Section, shall receive an adjustment of \$21,365.00 per Medicaid trauma admission in the CHAP base period.
    - ii) Hospitals with Medicaid trauma admissions less than the mean Medicaid trauma admissions, for all hospitals qualifying under subsection (a)(1)(A) of this Section, shall receive an adjustment of \$14,165.00 per Medicaid trauma admission in the CHAP base period.
  - 2) Level II Rural Trauma Center Adjustment. Illinois rural hospitals, as defined in Section 148.25(g)(3), that, on the first day of July in the CHAP rate period, are recognized as a Level II trauma center by the Illinois Department of Public Health shall receive an adjustment of \$11,565.00 per Medicaid trauma admission in the CHAP base period.
  - 3) Level II Urban Trauma Center Adjustment. Illinois urban hospitals, as described in Section 148.25(g)(4), that, on the first day of July in the CHAP rate period, are recognized as Level II trauma centers by the Illinois Department of Public Health shall receive an adjustment of \$11,565.00 per Medicaid trauma admission in the CHAP base period, provided that such hospital meets the criteria described below:
    - A) The hospital is located in a county with no Level I trauma center; and
    - B) The hospital is located in a Health Professional Shortage Area (HPSA) (42 CFR 5), as of the first day of July in the CHAP rate period, and has a Medicaid trauma admission percentage at or above the mean of the individual facility values determined in subsection (a)(3) of this Section; or the hospital is not located in an HPSA and has a Medicaid trauma admission percentage that is at least the mean plus one standard deviation of the individual facility values determined in subsection (a)(3) of this Section.
- b) Rehabilitation Hospital Adjustment (RHA)

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Illinois hospitals that, on the first day of July in the CHAP rate period, qualify as rehabilitation hospitals, as defined in 89 Ill. Adm. Code 149.50(c)(2), and that are accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF), shall receive a rehabilitation hospital adjustment in the CHAP rate period that consists of the following three components:

- 1) Treatment Component. All hospitals defined in subsection (b) of this Section shall receive \$4,215.00 per Medicaid Level I rehabilitation admission in the CHAP base period.
  - 2) Facility Component. All hospitals defined in subsection (b) of this Section shall receive a facility component that shall be based upon the number of Medicaid Level I rehabilitation admissions in the CHAP base period as follows:
    - A) Hospitals with fewer than 60 Medicaid Level I rehabilitation admissions in the CHAP base period shall receive a facility component of \$229,360.00 in the CHAP rate period.
    - B) Hospitals with 60 or more Medicaid Level I rehabilitation admissions in the CHAP base period shall receive a facility component of \$527,528.00 in the CHAP rate period.
  - 3) Health Professional Shortage Area Adjustment Component. Hospitals defined in subsection (b) of this Section that are located in an HPSA on July 1, 1999, shall receive \$276.00 per Medicaid Level I rehabilitation inpatient day in the CHAP base period.
- c) Direct Hospital Adjustment (DHA) Criteria
- 1) Qualifying Criteria  
Hospitals may qualify for the DHA under this subsection (c) under the following categories unless the hospital does not provide comprehensive emergency treatment services as defined in 77 Ill. Adm. Code 250.710(a) on or after July 1, 2006, but did provide comprehensive emergency treatment services as defined in 77 Ill. Adm. Code 250.710(a) on January 1, 2006:
    - A) Except for hospitals operated by the University of Illinois, children's hospitals, psychiatric hospitals, rehabilitation hospitals

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and long term stay hospitals, all other hospitals located in Health Service Area (HSA) 6 that either:

- i) were eligible for Direct Hospital Adjustments under the CHAP program as of July 1, 1999, and had a Medicaid inpatient utilization rate (MIUR) equal to or greater than the statewide mean in Illinois on July 1, 1999;
  - ii) were eligible under the Supplemental Critical Hospital Adjustment Payment (SCHAP) program as of July 1, 1999, and had an MIUR equal to or greater than the statewide mean in Illinois on July 1, 1999; or
  - iii) were county owned hospitals as defined in 89 Ill. Adm. Code 148.25(b)(1)(A), and had an MIUR equal to or greater than the statewide mean in Illinois on July 1, 1999.
- B) Illinois hospitals located outside of HSA 6 that had an MIUR greater than 60 percent on July 1, 1999, and an average length of stay less than ten days. The following hospitals are excluded from qualifying under this subsection (c)(1)(B): children's hospitals; psychiatric hospitals; rehabilitation hospitals; and long term stay hospitals.
- C) Children's hospitals, as defined under 89 Ill. Adm. Code 149.50(c)(3), on July 1, 1999.
- D) Illinois teaching hospitals, with more than 40 graduate medical education programs on July 1, 1999, not qualifying in subsection (c)(1)(A), (B), or (C) of this Section.
- E) Except for hospitals operated by the University of Illinois, children's hospitals, psychiatric hospitals, rehabilitation hospitals, long term stay hospitals and hospitals qualifying in subsection (c)(1)(A), (B), (C) or (D) of this Section, all other hospitals located in Illinois that had an MIUR equal to or greater than the mean plus one-half standard deviation on July 1, 1999, and provided more than 15,000 Total days.

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- F) Except for hospitals operated by the University of Illinois, children's hospitals, psychiatric hospitals, rehabilitation hospitals, long term stay hospitals and hospitals otherwise qualifying in subsection (c)(1)(A), (B), (C), (D), or (E) of this Section, all other hospitals that had an MIUR greater than 40 percent on July 1, 1999, and provided more than 7,500 Total days and provided obstetrical care as of July 1, 2001.
- G) Illinois teaching hospitals with 25 or more graduate medical education programs on July 1, 1999, that are affiliated with a Regional Alzheimer's Disease Assistance Center as designated by the Alzheimer's Disease Assistance Act [410 ILCS 405/4], that had an MIUR less than 25 percent on July 1, 1999, and provided 75 or more Alzheimer days for patients diagnosed as having the disease.
- H) Except for hospitals operated by the University of Illinois, children's hospitals, psychiatric hospitals, rehabilitation hospitals, long term stay hospitals and hospitals otherwise qualifying in subsection (c)(1)(A) through (c)(1)(G) of this Section, all other hospitals that had an MIUR greater than 50 percent on July 1, 1999.
- I) Except for hospitals operated by the University of Illinois, children's hospitals, psychiatric hospitals, rehabilitation hospitals, long term stay hospitals and hospitals otherwise qualifying in subsection (c)(1)(A) through (c)(1)(H) of this Section, all other hospitals that had an MIUR greater than 23 percent on July 1, 1999, had an average length of stay less than four days, provided more than 4,200 Total days and provided 100 or more Alzheimer days for patients diagnosed as having the disease.
- 2) DHA Rates
- A) For hospitals qualifying under subsection (c)(1)(A) of this Section, the DHA rates are as follows:
- i) Hospitals that have a Combined MIUR that is equal to or greater than the Statewide mean Combined MIUR, but less than one standard deviation above the Statewide mean Combined MIUR, will receive \$69.00 per day for hospitals

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that do not provide obstetrical care and \$105.00 per day for hospitals that do provide obstetrical care.

- ii) Hospitals that have a Combined MIUR that is equal to or greater than one standard deviation above the Statewide mean Combined MIUR, but less than one and one-half standard deviation above the Statewide mean Combined MIUR, will receive \$105.00 per day for hospitals that do not provide obstetrical care and \$142.00 per day for hospitals that do provide obstetrical care.
  - iii) Hospitals that have a Combined MIUR that is equal to or greater than one and one-half standard deviation above the Statewide mean Combined MIUR, but less than two standard deviations above the Statewide mean Combined MIUR, will receive \$124.00 per day for hospitals that do not provide obstetrical care and \$160.00 per day for hospitals that do provide obstetrical care.
  - iv) Hospitals that have a Combined MIUR that is equal to or greater than two standard deviations above the Statewide mean Combined MIUR will receive \$142.00 per day for hospitals that do not provide obstetrical care and \$179.00 per day for hospitals that do provide obstetrical care.
- B) Hospitals qualifying under subsection (c)(1)(A) of this Section will also receive the following rates:
- i) County owned hospitals as defined in Section 148.25 with more than 30,000 Total days will have their rate increased by \$455.00 per day.
  - ii) Hospitals that are not county owned with more than 30,000 Total days will have their rate increased by \$330.00 per day.
  - iii) Hospitals with more than 80,000 Total days will have their rate increased by an additional \$423.00 per day.

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- iv) Hospitals with more than 4,500 Obstetrical days will have their rate increased by \$101.00 per day.
  - v) Hospitals with more than 5,500 Obstetrical days will have their rate increased by an additional \$194.00 per day.
  - vi) Hospitals with an MIUR greater than 74 percent will have their rate increased by \$147.00 per day.
  - vii) Hospitals with an average length of stay less than 3.9 days will have their rate increased by \$41.00 per day.
  - viii) Hospitals with an MIUR greater than the statewide mean plus one standard deviation that are designated a Perinatal Level 2 Center and have one or more obstetrical graduate medical education programs as of July 1, 1999, will have their rate increased by \$227.00 per day.
  - ix) Hospitals receiving payments under subsection (c)(2)(A)(ii) of this Section that have an average length of stay less than four days will have their rate increased by ~~\$528.00~~\$182.25 per day.
  - x) Hospitals receiving payments under subsection (c)(2)(A)(ii) of this Section that have an MIUR greater than 60 percent will have their rate increased by ~~\$320.50~~\$281.00 per day.
  - xi) Hospitals receiving payments under subsection (c)(2)(A)(iv) of this Section that have an MIUR greater than 70 percent and have more than 20,000 days will have their rate increased by \$98.00 per day.
  - xii) Hospitals with a Combined MIUR greater than 75 percent that have more than 20,000 total days, have an average length of stay less than five days and have at least one graduate medical program will have their rate increased by \$148.00 per day.
- C) Hospitals qualifying under subsection (c)(1)(B) of this Section will receive the following rates:

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- i) Qualifying hospitals will receive a rate of \$421.00 per day.
  - ii) Qualifying hospitals with more than 1,500 Obstetrical days will have their rate increased by \$369.00 per day.
- D) Hospitals qualifying under subsection (c)(1)(C) of this Section will receive the following rates:
- i) Hospitals will receive a rate of \$28.00 per day.
  - ii) Hospitals located in Illinois and outside of HSA 6 that have an MIUR greater than 60 percent will have their rate increased by \$55.00 per day.
  - iii) Hospitals located in Illinois and inside HSA 6 that have an MIUR greater than 80 percent will have their rate increased by \$573.00 per day.
  - iv) Hospitals that are not located in Illinois that have an MIUR greater than 45 percent will have their rate increased by \$32.00 per day for hospitals that have fewer than 4,000 Total days; or \$246.00 per day for hospitals that have more than 4,000 Total days but fewer than 8,000 Total days; or \$178.00 per day for hospitals that have more than 8,000 Total days.
  - v) Hospitals with more than 3,200 Total admissions will have their rate increased by \$328.00 per day.
- E) Hospitals qualifying under subsection (c)(1)(D) of this Section will receive the following rates:
- i) Hospitals will receive a rate of \$41.00 per day.
  - ii) Hospitals with an MIUR between 18 percent and 19.75 percent will have their rate increased by an additional \$14.00 per day.

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- iii) Hospitals with an MIUR equal to or greater than 19.75 percent will have their rate increased by an additional ~~\$110.25~~~~\$87.00~~ per day.
  - iv) Hospitals with a combined MIUR that is equal to or greater than 35 percent will have their rate increased by an additional \$41.00 per day.
  - F) Hospitals qualifying under subsection (c)(1)(E) of this Section will receive \$188.00 per day.
  - G) Hospitals qualifying under subsection (c)(1)(F) of this Section will receive a rate of \$55.00 per day.
  - H) Hospitals that qualify under subsection (c)(1)(G) of this Section will receive the following rates:
    - i) Hospitals with an MIUR greater than 19.75 percent will receive a rate of \$69.00 per day.
    - ii) Hospitals with an MIUR equal to or less than 19.75 percent will receive a rate of \$11.00 per day.
  - I) Hospitals qualifying under subsection (c)(1)(H) of this Section will receive a rate of \$268.00 per day.
  - J) Hospitals qualifying under subsection (c)(1)(I) of this Section will receive a rate of \$238.00 per day.
  - K) Hospitals that qualify under subsection (c)(1)(A)(iii) of this Section will have their rates multiplied by a factor of two. The payments calculated under this Section to hospitals that qualify under subsection (c)(1)(A)(iii) of this Section may be adjusted by the Department to ensure compliance with aggregate and hospital specific federal payment limitations. A portion of the payments calculated under this Section may be classified as disproportionate share adjustments for hospitals qualifying under subsection (c)(1)(A)(iii) of this Section.
- 3) DHA Payments

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- A) Payments under this subsection (c) will be made at least quarterly, beginning with the quarter ending December 31, 1999.
- B) Payment rates will be multiplied by the Total days.
- C) Total Payment Adjustments
  - i) For the CHAP rate period occurring in State fiscal year 2006, total payments will equal the methodologies described in subsection (c)(2) of this Section. For the period January 1, 2006, to June 30, 2006, payment will equal the State fiscal year 2006 amount less the amount the hospital received under DHA for the quarters ending September 30, 2006, and December 31, 2006.
  - ii) For CHAP rate periods occurring after State fiscal year 2006, total payments will equal the methodologies described in subsection (c)(2) of this Section.
- d) Rural Critical Hospital Adjustment Payments (RCHAP)  
RCHAP shall be made to rural hospitals, as described in 89 Ill. Adm. Code 140.80(j)(1), for certain inpatient admissions. The hospital qualifying under this subsection that has the highest number of Medicaid obstetrical care admissions during the CHAP base period shall receive \$367,179.00 per year. The Department shall also make an RCHAP to hospitals qualifying under this subsection at a rate that is the greater of:
  - 1) the product of \$1,367.00 multiplied by the number of RCHAP Obstetrical Care Admissions in the CHAP base period, or
  - 2) the product of \$138.00 multiplied by the number of RCHAP General Care Admissions in the CHAP base period.
- e) Total CHAP Adjustments  
Each eligible hospital's critical hospital adjustment payment shall equal the sum of the amounts described in subsections (a), (b), (c) and (d) of this Section. The critical hospital adjustment payments shall be paid at least quarterly.
- f) Critical Hospital Adjustment Limitations

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Hospitals that qualify for trauma center adjustments under subsection (a) of this Section shall not be eligible for the total trauma center adjustment if, during the CHAP rate period, the hospital is no longer recognized by the Illinois Department of Public Health as a Level I trauma center as required for the adjustment described in subsection (a)(1) of this Section, or a Level II trauma center as required for the adjustment described in subsection (a)(2) or (a)(3) of this Section. In these instances, the adjustments calculated shall be pro-rated, as applicable, based upon the date that such recognition ceased.

## g) Critical Hospital Adjustment Payment Definitions

The definitions of terms used with reference to calculation of the CHAP required by this Section are as follows:

- 1) "Alzheimer days" means total paid days contained in the Department's paid claims database with a ICD-9-CM diagnosis code of 331.0 for dates of service occurring in State fiscal year 2001 and adjudicated through June 30, 2002.
- 2) "CHAP base period" means State Fiscal Year 1994 for CHAP calculated for the July 1, 1995; CHAP rate period; State Fiscal Year 1995 for CHAP calculated for the July 1, 1996; CHAP rate period; etc.
- 3) "CHAP rate period" means, beginning July 1, 1995, the 12 month period beginning on July 1 of the year and ending June 30 of the following year.
- 4) "Combined MIUR" means the sum of Medicaid Inpatient Utilization Rate (MIUR) as of July 1, 1999, and as defined in Section 148.120(k)(5), plus the Medicaid obstetrical inpatient utilization rate, as described in Section 148.120(k)(6), as of July 1, 1999.
- 5) "Medicaid general care admission" means hospital inpatient admissions that were subsequently adjudicated by the Department through the last day of June preceding the CHAP rate period and contained within the Department's paid claims data base, for recipients of medical assistance under Title XIX of the Social Security Act, excluding admissions for normal newborns, Medicare/Medicaid crossover admissions, psychiatric and rehabilitation admissions.
- 6) "Medicaid Level I rehabilitation admissions" means those claims billed as Level I admissions that were subsequently adjudicated by the Department

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through the last day of June preceding the CHAP rate period and contained within the Department's paid claims data base, with an ICD-9-CM principal diagnosis code of: 054.3, 310.1 through 310.2, 320.1, 336.0 through 336.9, 344.0 through 344.2, 344.8 through 344.9, 348.1, 801.30, 803.10, 803.84, 806.0 through 806.19, 806.20 through 806.24, 806.26, 806.29 through 806.34, 806.36, 806.4 through 806.5, 851.06, 851.80, 853.05, 854.0 through 854.04, 854.06, 854.1 through 854.14, 854.16, 854.19, 905.0, 907.0, 907.2, 952.0 through 952.09, 952.10 through 952.16, 952.2, and V57.0 through V57.89, excluding admissions for normal newborns.

- 7) "Medicaid Level I rehabilitation inpatient day" means the days associated with the claims defined in subsection (g)(5) of this Section.
- 8) "Medicaid obstetrical care admission" means hospital inpatient admissions that were subsequently adjudicated by the Department through the last day of June preceding the CHAP rate period and contained within the Department's paid claims data base, for recipients of medical assistance under Title XIX of Social Security Act, with Diagnosis Related Grouping (DRG) of 370 through 375; and specifically excludes Medicare/Medicaid crossover claims.
- 9) "Medicaid trauma admission" means those claims billed as admissions that were subsequently adjudicated by the Department through the last day of June preceding the CHAP rate period and contained within the Department's paid claims data base, with an ICD-9-CM principal diagnosis code of: 800.0 through 800.99, 801.0 through 801.99, 802.0 through 802.99, 803.0 through 803.99, 804.0 through 804.99, 805.0 through 805.99, 806.0 through 806.99, 807.0 through 807.99, 808.0 through 808.9, 809.0 through 809.9, 828.0 through 828.9, 839.0 through 839.9, 839.31, 839.7 through 839.9, 850.0 through 850.9, 851.0 through 851.99, 852.0 through 852.99, 853.0 through 853.99, 854.0 through 854.99, 860.0 through 860.9, 861.0 through 861.99, 862.0 through 862.99, 863.0 through 863.99, 864.0 through 864.99, 865.0 through 865.99, 866.0 through 866.99, 867.0 through 867.99, 868.0 through 868.99, 869.0 through 869.99, 887.0 through 887.99, 896.0 through 896.99, 897.0 through 897.99, 900.0 through 900.99, 902.0 through 902.99, 925 through 925.99, 926.0 through 926.99, 929.0 through 929.99, 958.0 through 958.99, 990 through 990.99.

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- 10) "Medicaid trauma admission percentage" means a fraction, the numerator of which is the hospital's Medicaid trauma admissions and the denominator of which is the total Medicaid trauma admissions in a given 12 month period for all Level II urban trauma centers.
- 11) "RCHAP general care admissions" means Medicaid General Care Admissions, as defined in subsection (g)(4) of this Section, less RCHAP Obstetrical Care Admissions, occurring in the CHAP base period.
- 12) "RCHAP obstetrical care admissions" means Medicaid Obstetrical Care Admissions, as defined in subsection (g)(7) of this Section, with a Diagnosis Related Grouping (DRG) of 370 through 375, occurring in the CHAP base period.
- 13) "Total admissions" means total paid admissions contained in the Department's paid claims database, including obstetrical admissions multiplied by two and excluding Medicare crossover admissions, for dates of service occurring in State fiscal year 1998 and adjudicated through June 30, 1999.
- 14) "Total days" means total paid days contained in the Department's paid claims database, including obstetrical days multiplied by two and excluding Medicare crossover days, for dates of service occurring in State fiscal year 1998 and adjudicated through June 30, 1999.
- 15) "Total obstetrical days" means hospital inpatient days for dates of service occurring in State fiscal year 1998 and adjudicated through June 30, 1999, with an ICD-9-CM principal diagnosis code of 640.0 through 648.9 with a 5<sup>th</sup> digit of 1 or 2; 650; 651.0 through 659.9 with a 5<sup>th</sup> digit of 1, 2, 3, or 4; 660.0 through 669.9 with a 5<sup>th</sup> digit of 1, 2, 3, or 4; 670.0 through 676.9 with a 5<sup>th</sup> digit of 1 or 2; V27 through V27.9; V30 through V39.9; or any ICD-9-CM principal diagnosis code that is accompanied with a surgery procedure code between 72 and 75.99; and specifically excludes Medicare/Medicaid crossover claims.

(Source: Amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

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- 1) Heading of the Part: Hospital Reimbursement Changes
- 2) Code Citation: 89 Ill. Adm. Code 152
- 3) 

<u>Section Numbers:</u>	<u>Proposed Action:</u>
152.150	Amendment
152.200	Amendment
- 4) Statutory Authority: Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/12-13]
- 5) Complete Description of the Subjects and Issues Involved: These proposed amendments provide changes concerning outlier adjustment payments to address spending that has been steadily growing during recent years. Under these changes, which are applicable to hospitals reimbursed on a per diem basis and under the Diagnosis Related Grouping (DRG) Prospective Payment System (PPS), the hospital outlier calculation methodology is being revised to control the growth of outlier spending consistent with cost saving reforms outlined in the fiscal year 2007 budget. Cost savings of approximately \$15 million are anticipated during fiscal year 2007.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other proposed rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objectives: This rulemaking does not affect units of local government.
- 12) Time, Place, and Manner in Which Interested Persons May Comment on this Proposed Rulemaking: Any interested parties may submit comments, data, views, or arguments concerning this proposed rulemaking. All comments must be in writing and should be addressed to:

Tamara Tanzillo Hoffman  
Office of the General Counsel, Rules Section

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Illinois Department of Healthcare and Family Services  
201 South Grand Avenue East, Third Floor  
Springfield, Illinois 62763-0002

(217) 557-7157

The Department requests the submission of written comments within 30 days after the publication of this Notice. The Department will consider all written comments it receives during the first notice period as required by Section 5-40 of the Illinois Administrative Procedure Act [5 ILCS 100/5-40].

Any interested persons may review these proposed amendments on the Internet at <http://www.dpaininois.com/publicnotice/>. Access to the Internet is available through any local public library. In addition, the amendments may be reviewed at the Illinois Department of Human Services' local offices (except in Cook County). In Cook County, the amendments may be reviewed at the Office of the Director, Department of Healthcare and Family Services, 100 West Randolph Street, Suite 10-300, Chicago, Illinois. The amendments may be reviewed at all offices Monday through Friday from 8:30 a.m. until 5:00 p.m. This Notice is being provided in accordance with federal requirements at 42 CFR 447.205.

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: Medicaid Funded Hospitals
  - B) Reporting, bookkeeping or other procedures required for compliance: None
  - C) Types of professional skills necessary for compliance: None
- 14) Regulatory Agenda on Which this Rulemaking Was Summarized: This rulemaking was not included on either of the two most recent agendas because: This rulemaking was not anticipated by the Department when the most recent regulatory agendas were published.

The full text of the Proposed Amendments begins on the next page:

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## TITLE 89: SOCIAL SERVICES

## CHAPTER I: DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

## SUBCHAPTER e: GENERAL TIME-LIMITED CHANGES

## PART 152

## HOSPITAL REIMBURSEMENT CHANGES

## Section

152.100	Reimbursement Add-on Adjustments (Repealed)
152.150	Diagnosis Related Grouping (DRG) Prospective Payment System (PPS)
152.200	Non-DRG Reimbursement Methodologies
152.250	Appeals (Repealed)

AUTHORITY: Implementing and authorized by Articles III, IV, V and VI and Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/Arts. III, IV, V and VI and 12-13] and implementing Article III of the Illinois Health Finance Reform Act [20 ILCS 2215/Art. III].

SOURCE: Emergency rules adopted at 18 Ill. Reg. 2150, effective January 18, 1994, for maximum of 150 days; adopted at 18 Ill. Reg. 10141, effective June 17, 1994; emergency amendment at 19 Ill. Reg. 6706, effective May 12, 1995, for a maximum of 150 days; emergency amendment at 19 Ill. Reg. 10236, effective June 30, 1995, for a maximum of 150 days; amended at 19 Ill. Reg. 16272, effective November 27, 1995; emergency amendment at 20 Ill. Reg. 9272, effective July 1, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 15712, effective November 27, 1996; emergency amendment at 21 Ill. Reg. 9544, effective July 1, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 16153, effective November 26, 1997; emergency amendment at 25 Ill. Reg. 218, effective January 1, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 6966, effective May 28, 2001; emergency amendment at 25 Ill. Reg. 16122, effective December 3, 2001, for a maximum of 150 days; amended at 26 Ill. Reg. 7309, effective April 29, 2002; emergency amendment at 29 Ill. Reg. 10299, effective July 1, 2005, for a maximum of 150 days; amended at 29 Ill. Reg. 19997, effective November 23, 2005; amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

**Section 152.150 Diagnosis Related Grouping (DRG) Prospective Payment System (PPS)**

- a) Notwithstanding any provisions set forth in 89 Ill. Adm. Code 149, the changes described in subsections (b) and (c) of this Section will be effective January 18, 1994.
- b) For the rate periods, as described in 89 Ill. Adm. Code 148.25(g)(2)(B), the DRG weighting factors shall be adjusted by a factor, the numerator of which is the

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statewide weighted average DRG base payment rate in effect for the base period, as described in 89 Ill. Adm. Code 148.25(g)(2)(A), and the denominator of which is the statewide weighted average DRG base payment rate for the rate period, as described in 89 Ill. Adm. Code 148.25(g)(2)(B). For this adjustment, DRG base payment rate means the product of the PPS base rate, as described in 89 Ill. Adm. Code 149.100(c)(3), and the indirect medical education factor, as described in 89 Ill. Adm. Code 149.150(c)(3).

- c) All payments calculated under 89 Ill. Adm. Code 149.140 and 149.150(c)(1), (c)(2) and (c)(4), in effect on January 18, 1994, shall remain in effect hereafter.
- d) For hospital inpatient services rendered on or after July 1, 1995, the Department shall reimburse hospitals using the relative weighting factors and the base payment rates calculated pursuant to the methodology described in this Section, that were in effect on June 30, 1995, less the portion of such rates attributed by the Department to the cost of medical education.
- e) Notwithstanding the provisions set forth in 89 Ill. Adm. Code 149 (DRG PPS), the changes described in this subsection (e) shall be effective January 1, 2001. Payments for hospital inpatient and outpatient services shall not exceed charges to the Department. This payment limitation shall not apply to government owned or operated hospitals or children's hospitals as defined at 89 Ill. Adm. Code 149.50(c)(3). This payment limitation shall not apply to or affect disproportionate share payments as described at 89 Ill. Adm. Code 148.120, payments for outlier costs as described at 89 Ill. Adm. Code 149.105 or payments for Medicaid High Volume Adjustments as described at 89 Ill. Adm. Code 148.290(d).
- f) Notwithstanding the provisions of 89 Ill. Adm. Code 149, payment for outlier cases pursuant to 89 Ill. Adm. Code 149.105 shall be determined by using the following factors that were in effect on June 30, 1995:
  - 1) The marginal cost factor (see 89 Ill. Adm. Code 149.5(c)(4)),
  - 2) The Metropolitan Statistical Area (MSA) wage index (see 89 Ill. Adm. Code 148.120(b)),
  - 3) The Indirect Medical Education (IME) factor (see 89 Ill. Adm. Code 148.260(a)(1)(B)(iv)),
  - 4) The cost to charge ratio (see 89 Ill. Adm. Code 149.105(c)(3)), and

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- 5) Outlier Threshold
- A) For admissions on December 3, 2001 through June 30, 2005, the cost outlier threshold (see 89 Ill. Adm. Code 149.5(c) (5)) multiplied by 1.22.
- B) For admissions on or after July 1, 2005 through June 30, 2006, the cost outlier threshold (see 89 Ill. Adm. Code 149.5(c)(5)) multiplied by 1.40.
- C) For admissions on or after July 1, 2006, the cost outlier threshold (see 89 Ill. Adm. Code 149.5(c)(5)) multiplied by 1.47.

(Source: Amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 152.200 Non-DRG Reimbursement Methodologies**

- a) Notwithstanding any provisions set forth in 89 Ill. Adm. Code 148, the changes described in subsection (b) of this Section will be effective January 18, 1994.
- b) All per diem payments calculated under 89 Ill. Adm. Code 148, except for those described in 89 Ill. Adm. Code 148.120, 148.160, 148.170, 148.175 and 148.290(a), (c) and (d), in effect on January 18, 1994, less the portion of such rates attributed by the Department to the cost of medical education, shall remain in effect hereafter.
- c) Notwithstanding the provisions set forth in 89 Ill. Adm. Code 148, Hospital Services, and 89 Ill. Adm. Code 146, Subpart A, Ambulatory Surgical Treatment Centers, the changes described in this subsection (c) shall be effective January 1, 2001. Payments for hospital inpatient and outpatient services and ambulatory surgical treatment services shall not exceed charges to the Department. This payment limitation shall not apply to government owned or operated hospitals or children's hospitals as defined at 89 Ill. Adm. Code 149.50(c)(3). This payment limitation shall not apply to or affect disproportionate share payments as described at 89 Ill. Adm. Code 148.120, payments for outlier costs as described at 89 Ill. Adm. Code 148.130 or payments for Medicaid High Volume Adjustments as described at 89 Ill. Adm. Code 148.290(d).
- d) Notwithstanding the provisions of subsections (a), (b) and (c) of this Section,

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payment for outlier adjustments provided for exceptionally costly stays pursuant to 89 Ill. Adm. Code 148.130 shall be determined using the following factors:

- 1) For admissions on December 3, 2001 through June 30, 2005, a factor of 0.22 in place of the factor 0.25 described at 89 Ill. Adm. Code 148.130(b)(3)(D).
- 2) For admissions on or after July 1, 2005 through June 30, 2006, a factor of 0.20 in place of the factor 0.22 as described in subsection (d)(1) of this Section.
- 3) For admissions on or after July 1, 2006, a factor of 0.18 in place of the factor 0.20 as described in subsection (d)(2) of this Section.

(Source: Amended at 30 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## SECRETARY OF STATE

## NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Public Library Construction Grants
- 2) Code Citation: 23 Ill. Adm. Code 3060
- 3) 

<u>Section Numbers:</u>	<u>Proposed Action:</u>
3060.1100	Repeal
3060.1110	Amend
- 4) Statutory Authority: Section 3 of the Capital Development Board Act [30 ILCS 420/3] and Section 3 and 8 of the Illinois Library System Act [75 ILCS 10/3 and 8]
- 5) A Complete Description of the Subjects and Issues Involved: Due to an unexpected increase in funding for this program, the Secretary of State as State Librarian has determined that grants larger than anticipated may now be made than were originally anticipated when the most recent amendatory rulemaking for this Part was proposed at 30 Ill. Reg. 2093 (February 17, 2006 *Illinois Register*). In order to maximize the benefits of this grant program and permit grantees to award contracts for construction projects at the lowest possible cost, the State Library plans to eliminate its past practice of processing payments in stages, thereby permitting grantees to pursue an entire contract as soon as possible and avoid rising costs of construction for materials, equipment and services that grantees have experienced in recent months.
- 6) Published Studies or Reports, and Sources of Underlying Data, Used to Compose This Rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? Yes. See the emergency rulemaking published in this issue of the *Illinois Register*.
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other proposed rulemakings pending on this Part? Yes

<u>Section Numbers:</u>	<u>Proposed Action:</u>	<u>Ill. Reg. Citation:</u>
3060.100	Amendment	30 Ill. Reg. 2093; February 17, 2006
3060.400	Amendment	30 Ill. Reg. 2093; February 17, 2006
3060.500	Amendment	30 Ill. Reg. 2093; February 17, 2006
3060.600	Amendment	30 Ill. Reg. 2093; February 17, 2006
3060.800	Amendment	30 Ill. Reg. 2093; February 17, 2006

## SECRETARY OF STATE

## NOTICE OF PROPOSED AMENDMENTS

- 11) Statement of Statewide Policy Objectives: These amendments neither create nor expand any State mandate on units of local government, school districts or community college districts.
- 12) Time, Place and Manner in which interested persons may comment on this proposed rulemaking:  
  
Joe Natale  
Illinois State Library  
300 S. Second  
Springfield IL 62701  
  
(217)558-4185  
jnatale@ilsos.net
- 13) Initial Regulatory Flexibility Analysis:
  - A) Types of small businesses, small municipalities and not for profit corporations affected: Tax-supported public libraries that apply for grants under this Part.
  - B) Reporting, bookkeeping or other procedures required for compliance: Minimal recordkeeping, fiscal and grant administrative skills
  - C) Types of professional skills necessary for compliance: Grant administration abilities
- 14) Regulatory Agenda on which this rulemaking was summarized: This rulemaking was not included on either of the 2 most recent regulatory agendas because: Increased construction costs faced by grant recipients, coupled with an unanticipated funding increase for this program, are events that have occurred only in recent months.

The full text of the Proposed Amendments is identical to the text of the Emergency Amendments that begins on page 9917 of this issue of the *Illinois Register*:

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Pay Plan
- 2) Code Citation: 80 Ill. Adm. Code 310
- 3) 

<u>Section Numbers:</u>	<u>Adopted Action:</u>
310.280	Amendment
310.490	Amendment
310.APPENDIX A TABLE D	Amendment
310.APPENDIX A TABLE E	Amendment
310.APPENDIX A TABLE F	Amendment
310.APPENDIX A TABLE W	Amendment
310.APPENDIX A TABLE AA	Amendment
- 4) Statutory Authority: Authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415/8 and 8a]
- 5) Effective Date of Amendments: May 15, 2006
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Do these amendments contain incorporations by reference? No
- 8) A statement that a copy of the adopted amendments, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection. Copies of all Pay Plan amendments and collective bargaining contracts are available upon request from the Division of Technical Services.
- 9) Notice of Proposal Published in the Illinois Register: February 17, 2006; 30 Ill. Reg. 1937
- 10) Has JCAR issued a Statement of Objection to these amendments? No
- 11) Differences between proposal and final version: The table of contents heading for Section 310.240 is changed to reflect a proposed amendment that was adopted at 30 Ill. Reg. 7857.

Changes in the main source note are based on other adopted rulemakings for this Part. They are: proposed amendments adopted at 30 Ill. Reg. 2289, effective February 6, 2006; peremptory amendments at 30 Ill. Reg. 4157, effective February 22, 2006; peremptory amendments at 30 Ill. Reg. 5687, effective March 7, 2006; peremptory amendments at 30

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Ill. Reg. 6409, effective March 30, 2006; and proposed amendments adopted at 30 Ill. Reg. 7857, effective April 17, 2006.

Section 310.280 is changed to reflect the proposed amendments adopted at 30 Ill. Reg. 7857.

Section 310.490 subsections (h) and (m) are changed to reflect the proposed amendments adopted at 30 Ill. Reg. 2289 and at 30 Ill. Reg. 7857.

Sections 310.Appendix A, Tables D, E, and F have the names of months spelled out in full in column headings. Also, in all three tables, the in-hire rates for Highway Maintainer (Bridge Crew) and (Drill Rig) are changed for those new hires between 7/1/04 – 12/31/04 and 1/1/05 – 6/30/05.

Section 310.Appendix A, Table W is changed through the peremptory amendments adopted at 30 Ill. Reg. 5187.

Section 310.Appendix A, Table AA is changed to add the title column heading.

- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements issued by JCAR? Yes
- 13) Will these amendments replace any emergency rulemaking currently in effect? No
- 14) Are there any amendments pending on this Part? Yes

<u>Section Numbers</u>	<u>Proposed Action</u>	<u>Ill. Reg. Citation</u>
310.100	Amendment	30 Ill. Reg. 6024; April 7, 2006
310.280	Amendment	30 Ill. Reg. 6024; April 7, 2006
310.470	Amendment	30 Ill. Reg. 6024; April 7, 2006
310.490	Amendment	30 Ill. Reg. 6024; April 7, 2006
310.495	Amendment	30 Ill. Reg. 6024; April 7, 2006
310.30	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.45	New Section	30 Ill. Reg. 6444; April 21, 2006
310.50	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.80	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.100	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.110	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.130	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.220	Amendment	30 Ill. Reg. 6444; April 21, 2006

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

310.280	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.290	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.530	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.540	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table D	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table E	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table F	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table G	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table H	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table I	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table J	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table K	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table L	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table M	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table N	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table O	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table P	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table Q	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table R	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table T	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table U	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table V	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table W	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table X	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table Y	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table Z	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix A Table AA	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix B	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix C	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix D	Amendment	30 Ill. Reg. 6444; April 21, 2006
310.Appendix G	Amendment	30 Ill. Reg. 6444; April 21, 2006

- 15) Summary and Purpose of Amendments: Section 310.280, Designated Rate, is amended to reflect the request by the Department of Public Health to increase the designated rate for the Senior Public Service Administrator position, Position Number 40070-20-80-000-00-81, to \$139,364, effective December 2, 2005.

Section 310.490, Other Pay Provisions, subsection (h) is amended to include where the leaves are defined in the Personnel Rules.

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Section 310.Appendix A, Table D, HR-001 (Teamsters Local #726) is amended to include the FY2006 rates based on the Agreement between the departments of Central Management Services, Transportation, Human Services, and Employment Security and the State and Municipal Teamsters, Chauffeurs and Helper Union, Local 726, affiliated with the International Brotherhood of Teamsters (Cook County). This agreement is effective July 1, 2004 through June 30, 2008 and was signed August 12, 2004.

Section 310.Appendix A, Table E, RC-020 (Teamsters Local #330) is amended to include the FY2006 rates based on the Agreement between the departments of Corrections, Human Services, State Police, Veterans Affairs, and Transportation and the Local 330 General Chauffeurs, Sales Drivers and Helpers (Fox Valley). This agreement is effective July 1, 2004 through June 30, 2008 and was signed September 8, 2004.

Section 310.Appendix A, Table F, RC-019 (Teamsters Local #25) is amended to include the FY2006 rates based on the Agreement between the departments of Central Management Services, Corrections, Human Services, State Police, Veterans Affairs, Natural Resources, and Transportation and the Illinois Conference of Teamsters (Downstate). This agreement is effective July 1, 2004 through June 30, 2008 and was signed August 17, 2004.

Section 310.Appendix A, Table W, RC-062 (Technical Employees, AFSCME) is amended to correct the pay grade listed for the Insurance Performance Examiner II (title code 21672) to RC-062-17.

Section 310.Appendix A, Table AA, NR-916 (Department of Natural Resources, Teamsters) is amended to include the salary ranges effective January 1, 2006.

16) Information and questions regarding these adopted amendments shall be directed to:

Mr. Jason Doggett  
Acting Manager  
Compensation Section  
Division of Technical Services and Agency Training and Development  
Bureau of Personnel  
Department of Central Management Services  
504 William G. Stratton Building  
Springfield IL 62706

Telephone: 217/782-7964  
Fax: 217/524-4570

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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

- 17) Do these amendments require the preview of the Procurement Policy Board as specified in Section 5-25 of the Illinois Procurement Code [30 ILCS 50/5-25]? No

The full text of the Adopted Amendments begins on the next page:

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES  
SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND  
POSITION CLASSIFICATIONS  
CHAPTER I: DEPARTMENT OF CENTRAL MANAGEMENT SERVICESPART 310  
PAY PLAN

## SUBPART A: NARRATIVE

Section	
310.20	Policy and Responsibilities
310.30	Jurisdiction
310.40	Pay Schedules
310.50	Definitions
310.60	Conversion of Base Salary to Pay Period Units
310.70	Conversion of Base Salary to Daily or Hourly Equivalents
310.80	Increases in Pay
310.90	Decreases in Pay
310.100	Other Pay Provisions
310.110	Implementation of Pay Plan Changes for Fiscal Year 2006
310.120	Interpretation and Application of Pay Plan
310.130	Effective Date
310.140	Reinstitution of Within Grade Salary Increases (Repealed)
310.150	Fiscal Year 1985 Pay Changes in Schedule of Salary Grades, effective July 1, 1984 (Repealed)

## SUBPART B: SCHEDULE OF RATES

Section	
310.205	Introduction
310.210	Prevailing Rate
310.220	Negotiated Rate
310.230	Part-Time Daily or Hourly Special Services Rate
310.240	Daily or Hourly Rate Conversion
310.250	Member, Patient and Inmate Rate
310.260	Trainee Rate
310.270	Legislated and Contracted Rate
310.280	Designated Rate
310.290	Out-of-State or Foreign Service Rate

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

- 310.300 Educator Schedule for RC-063 and HR-010  
 310.310 Physician Specialist Rate  
 310.320 Annual Compensation Ranges for Executive Director and Assistant Executive Director, State Board of Elections (Repealed)  
 310.330 Excluded Classes Rate (Repealed)

## SUBPART C: MERIT COMPENSATION SYSTEM

## Section

- 310.410 Jurisdiction  
 310.420 Objectives  
 310.430 Responsibilities  
 310.440 Merit Compensation Salary Schedule  
 310.450 Procedures for Determining Annual Merit Increases  
 310.455 Intermittent Merit Increase  
 310.456 Merit Zone (Repealed)  
 310.460 Other Pay Increases  
 310.470 Adjustment  
 310.480 Decreases in Pay  
 310.490 Other Pay Provisions  
 310.495 Broad-Band Pay Range Classes  
 310.500 Definitions  
 310.510 Conversion of Base Salary to Pay Period Units (Repealed)  
 310.520 Conversion of Base Salary to Daily or Hourly Equivalents  
 310.530 Implementation  
 310.540 Annual Merit Increase Guidechart for Fiscal Year 2006  
 310.550 Fiscal Year 1985 Pay Changes in Merit Compensation System, effective July 1, 1984 (Repealed)

## 310.APPENDIX A Negotiated Rates of Pay

- 310.TABLE A HR-190 (Department of Central Management Services – State of Illinois Building – SEIU) (Repealed)  
 310.TABLE B HR-200 (Department of Labor – Chicago, Illinois – SEIU) (Repealed)  
 310.TABLE C RC-069 (Firefighters, AFSCME) (Repealed)  
 310.TABLE D HR-001 (Teamsters Local #726)  
 310.TABLE E RC-020 (Teamsters Local #330)  
 310.TABLE F RC-019 (Teamsters Local #25)  
 310.TABLE G RC-045 (Automotive Mechanics, IFPE)  
 310.TABLE H RC-006 (Corrections Employees, AFSCME)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

310.TABLE I	RC-009 (Institutional Employees, AFSCME)
310.TABLE J	RC-014 (Clerical Employees, AFSCME)
310.TABLE K	RC-023 (Registered Nurses, INA)
310.TABLE L	RC-008 (Boilermakers)
310.TABLE M	RC-110 (Conservation Police Lodge)
310.TABLE N	RC-010 (Professional Legal Unit, AFSCME)
310.TABLE O	RC-028 (Paraprofessional Human Services Employees, AFSCME)
310.TABLE P	RC-029 (Paraprofessional Investigatory and Law Enforcement Employees, IFPE)
310.TABLE Q	RC-033 (Meat Inspectors, IFPE)
310.TABLE R	RC-042 (Residual Maintenance Workers, AFSCME)
310.TABLE S	HR-012 (Fair Employment Practices Employees, SEIU) (Repealed)
310.TABLE T	HR-010 (Teachers of Deaf, IFT)
310.TABLE U	HR-010 (Teachers of Deaf, Extracurricular Paid Activities)
310.TABLE V	CU-500 (Corrections Meet and Confer Employees)
310.TABLE W	RC-062 (Technical Employees, AFSCME)
310.TABLE X	RC-063 (Professional Employees, AFSCME)
310.TABLE Y	RC-063 (Educators, AFSCME)
310.TABLE Z	RC-063 (Physicians, AFSCME)
310.TABLE AA	NR-916 (Department of Natural Resources, Teamsters)
310.TABLE AB	VR-007 (Plant Maintenance Engineers, Operating Engineers) (Repealed)
310.APPENDIX B	Schedule of Salary Grades – Monthly Rates of Pay for Fiscal Year 2006
310.APPENDIX C	Medical Administrator Rates for Fiscal Year 2006
310.APPENDIX D	Merit Compensation System Salary Schedule for Fiscal Year 2006
310.APPENDIX E	Teaching Salary Schedule (Repealed)
310.APPENDIX F	Physician and Physician Specialist Salary Schedule (Repealed)
310.APPENDIX G	Broad-Band Pay Range Classes Salary Schedule for Fiscal Year 2006

AUTHORITY: Implementing and authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415/8 and 8a].

SOURCE: Filed June 28, 1967; codified at 8 Ill. Reg. 1558; emergency amendment at 8 Ill. Reg. 1990, effective January 31, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 2440, effective February 15, 1984; emergency amendment at 8 Ill. Reg. 3348, effective March 5, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 4249, effective March 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 5704, effective April 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 7290, effective May 11, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 11299, effective June 25, 1984;

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

emergency amendment at 8 Ill. Reg. 12616, effective July 1, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 15007, effective August 6, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15367, effective August 13, 1984; emergency amendment at 8 Ill. Reg. 21310, effective October 10, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 21544, effective October 24, 1984; amended at 8 Ill. Reg. 22844, effective November 14, 1984; emergency amendment at 9 Ill. Reg. 1134, effective January 16, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 1320, effective January 23, 1985; amended at 9 Ill. Reg. 3681, effective March 12, 1985; emergency amendment at 9 Ill. Reg. 4163, effective March 15, 1985, for a maximum of 150 days; emergency amendment at 9 Ill. Reg. 9231, effective May 31, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 9420, effective June 7, 1985; amended at 9 Ill. Reg. 10663, effective July 1, 1985; emergency amendment at 9 Ill. Reg. 15043, effective September 24, 1985, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 3325, effective January 22, 1986; amended at 10 Ill. Reg. 3230, effective January 24, 1986; emergency amendment at 10 Ill. Reg. 8904, effective May 13, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 8928, effective May 13, 1986; emergency amendment at 10 Ill. Reg. 12090, effective June 30, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 13675, effective July 31, 1986; peremptory amendment at 10 Ill. Reg. 14867, effective August 26, 1986; amended at 10 Ill. Reg. 15567, effective September 17, 1986; emergency amendment at 10 Ill. Reg. 17765, effective September 30, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 19132, effective October 28, 1986; peremptory amendment at 10 Ill. Reg. 21097, effective December 9, 1986; amended at 11 Ill. Reg. 648, effective December 22, 1986; peremptory amendment at 11 Ill. Reg. 3363, effective February 3, 1987; peremptory amendment at 11 Ill. Reg. 4388, effective February 27, 1987; peremptory amendment at 11 Ill. Reg. 6291, effective March 23, 1987; amended at 11 Ill. Reg. 5901, effective March 24, 1987; emergency amendment at 11 Ill. Reg. 8787, effective April 15, 1987, for a maximum of 150 days; emergency amendment at 11 Ill. Reg. 11830, effective July 1, 1987, for a maximum of 150 days; peremptory amendment at 11 Ill. Reg. 13675, effective July 29, 1987; amended at 11 Ill. Reg. 14984, effective August 27, 1987; peremptory amendment at 11 Ill. Reg. 15273, effective September 1, 1987; peremptory amendment at 11 Ill. Reg. 17919, effective October 19, 1987; peremptory amendment at 11 Ill. Reg. 19812, effective November 19, 1987; emergency amendment at 11 Ill. Reg. 20664, effective December 4, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 20778, effective December 11, 1987; peremptory amendment at 12 Ill. Reg. 3811, effective January 27, 1988; peremptory amendment at 12 Ill. Reg. 5459, effective March 3, 1988; amended at 12 Ill. Reg. 6073, effective March 21, 1988; peremptory amendment at 12 Ill. Reg. 7783, effective April 14, 1988; emergency amendment at 12 Ill. Reg. 7734, effective April 15, 1988, for a maximum of 150 days; peremptory amendment at 12 Ill. Reg. 8135, effective April 22, 1988; peremptory amendment at 12 Ill. Reg. 9745, effective May 23, 1988; emergency amendment at 12 Ill. Reg. 11778, effective July 1, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 12895, effective July 18, 1988, for a maximum of 150 days; peremptory amendment at 12 Ill. Reg. 13306, effective July 27,

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

1988; corrected at 12 Ill. Reg. 13359; amended at 12 Ill. Reg. 14630, effective September 6, 1988; amended at 12 Ill. Reg. 20449, effective November 28, 1988; preemptory amendment at 12 Ill. Reg. 20584, effective November 28, 1988; preemptory amendment at 13 Ill. Reg. 8080, effective May 10, 1989; amended at 13 Ill. Reg. 8849, effective May 30, 1989; preemptory amendment at 13 Ill. Reg. 8970, effective May 26, 1989; emergency amendment at 13 Ill. Reg. 10967, effective June 20, 1989, for a maximum of 150 days; emergency amendment expired on November 17, 1989; amended at 13 Ill. Reg. 11451, effective June 28, 1989; emergency amendment at 13 Ill. Reg. 11854, effective July 1, 1989, for a maximum of 150 days; corrected at 13 Ill. Reg. 12647; preemptory amendment at 13 Ill. Reg. 12887, effective July 24, 1989; amended at 13 Ill. Reg. 16950, effective October 20, 1989; amended at 13 Ill. Reg. 19221, effective December 12, 1989; amended at 14 Ill. Reg. 615, effective January 2, 1990; preemptory amendment at 14 Ill. Reg. 1627, effective January 11, 1990; amended at 14 Ill. Reg. 4455, effective March 12, 1990; preemptory amendment at 14 Ill. Reg. 7652, effective May 7, 1990; amended at 14 Ill. Reg. 10002, effective June 11, 1990; emergency amendment at 14 Ill. Reg. 11330, effective June 29, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 14361, effective August 24, 1990; emergency amendment at 14 Ill. Reg. 15570, effective September 11, 1990, for a maximum of 150 days; emergency amendment expired on February 8, 1991; corrected at 14 Ill. Reg. 16092; preemptory amendment at 14 Ill. Reg. 17098, effective September 26, 1990; amended at 14 Ill. Reg. 17189, effective October 2, 1990; amended at 14 Ill. Reg. 17189, effective October 19, 1990; amended at 14 Ill. Reg. 18719, effective November 13, 1990; preemptory amendment at 14 Ill. Reg. 18854, effective November 13, 1990; preemptory amendment at 15 Ill. Reg. 663, effective January 7, 1991; amended at 15 Ill. Reg. 3296, effective February 14, 1991; amended at 15 Ill. Reg. 4401, effective March 11, 1991; preemptory amendment at 15 Ill. Reg. 5100, effective March 20, 1991; preemptory amendment at 15 Ill. Reg. 5465, effective April 2, 1991; emergency amendment at 15 Ill. Reg. 10485, effective July 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 11080, effective July 19, 1991; amended at 15 Ill. Reg. 13080, effective August 21, 1991; amended at 15 Ill. Reg. 14210, effective September 23, 1991; emergency amendment at 16 Ill. Reg. 711, effective December 26, 1991, for a maximum of 150 days; amended at 16 Ill. Reg. 3450, effective February 20, 1992; preemptory amendment at 16 Ill. Reg. 5068, effective March 11, 1992; preemptory amendment at 16 Ill. Reg. 7056, effective April 20, 1992; emergency amendment at 16 Ill. Reg. 8239, effective May 19, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 8382, effective May 26, 1992; emergency amendment at 16 Ill. Reg. 13950, effective August 19, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14452, effective September 4, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 238, effective December 23, 1992; preemptory amendment at 17 Ill. Reg. 498, effective December 18, 1992; amended at 17 Ill. Reg. 590, effective January 4, 1993; amended at 17 Ill. Reg. 1819, effective February 2, 1993; amended at 17 Ill. Reg. 6441, effective April 8, 1993; emergency amendment at 17 Ill. Reg. 12900, effective July 22, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 13409, effective July 29, 1993; emergency amendment at 17 Ill. Reg. 13789, effective

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

August 9, 1993, for a maximum of 150 days; emergency amendment at 17 Ill. Reg. 14666, effective August 26, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 19103, effective October 25, 1993; emergency amendment at 17 Ill. Reg. 21858, effective December 1, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 22514, effective December 15, 1993; amended at 18 Ill. Reg. 227, effective December 17, 1993; amended at 18 Ill. Reg. 1107, effective January 18, 1994; amended at 18 Ill. Reg. 5146, effective March 21, 1994; preemptory amendment at 18 Ill. Reg. 9562, effective June 13, 1994; emergency amendment at 18 Ill. Reg. 11299, effective July 1, 1994, for a maximum of 150 days; preemptory amendment at 18 Ill. Reg. 13476, effective August 17, 1994; emergency amendment at 18 Ill. Reg. 14417, effective September 9, 1994, for a maximum of 150 days; amended at 18 Ill. Reg. 16545, effective October 31, 1994; preemptory amendment at 18 Ill. Reg. 16708, effective October 28, 1994; amended at 18 Ill. Reg. 17191, effective November 21, 1994; amended at 19 Ill. Reg. 1024, effective January 24, 1995; preemptory amendment at 19 Ill. Reg. 2481, effective February 17, 1995; preemptory amendment at 19 Ill. Reg. 3073, effective February 17, 1995; amended at 19 Ill. Reg. 3456, effective March 7, 1995; preemptory amendment at 19 Ill. Reg. 5145, effective March 14, 1995; amended at 19 Ill. Reg. 6452, effective May 2, 1995; preemptory amendment at 19 Ill. Reg. 6688, effective May 1, 1995; amended at 19 Ill. Reg. 7841, effective June 1, 1995; amended at 19 Ill. Reg. 8156, effective June 12, 1995; amended at 19 Ill. Reg. 9096, effective June 27, 1995; emergency amendment at 19 Ill. Reg. 11954, effective August 1, 1995, for a maximum of 150 days; preemptory amendment at 19 Ill. Reg. 13979, effective September 19, 1995; preemptory amendment at 19 Ill. Reg. 15103, effective October 12, 1995; amended at 19 Ill. Reg. 16160, effective November 28, 1995; amended at 20 Ill. Reg. 308, effective December 22, 1995; emergency amendment at 20 Ill. Reg. 4060, effective February 27, 1996, for a maximum of 150 days; preemptory amendment at 20 Ill. Reg. 6334, effective April 22, 1996; preemptory amendment at 20 Ill. Reg. 7434, effective May 14, 1996; amended at 20 Ill. Reg. 8301, effective June 11, 1996; amended at 20 Ill. Reg. 8657, effective June 20, 1996; amended at 20 Ill. Reg. 9006, effective June 26, 1996; amended at 20 Ill. Reg. 9925, effective July 10, 1996; emergency amendment at 20 Ill. Reg. 10213, effective July 15, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 10841, effective August 5, 1996; preemptory amendment at 20 Ill. Reg. 13408, effective September 24, 1996; amended at 20 Ill. Reg. 15018, effective November 7, 1996; preemptory amendment at 20 Ill. Reg. 15092, effective November 7, 1996; emergency amendment at 21 Ill. Reg. 1023, effective January 6, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 1629, effective January 22, 1997; amended at 21 Ill. Reg. 5144, effective April 15, 1997; amended at 21 Ill. Reg. 6444, effective May 15, 1997; amended at 21 Ill. Reg. 7118, effective June 3, 1997; emergency amendment at 21 Ill. Reg. 10061, effective July 21, 1997, for a maximum of 150 days; emergency amendment at 21 Ill. Reg. 12859, effective September 8, 1997, for a maximum of 150 days; preemptory amendment at 21 Ill. Reg. 14267, effective October 14, 1997; preemptory amendment at 21 Ill. Reg. 14589, effective October 15, 1997; preemptory amendment at 21 Ill. Reg. 15030, effective November 10, 1997; amended at 21 Ill. Reg. 16344, effective December 9, 1997; preemptory amendment at 21 Ill. Reg. 16465, effective

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December 4, 1997; preemptory amendment at 21 Ill. Reg. 17167, effective December 9, 1997; preemptory amendment at 22 Ill. Reg. 1593, effective December 22, 1997; amended at 22 Ill. Reg. 2580, effective January 14, 1998; preemptory amendment at 22 Ill. Reg. 4326, effective February 13, 1998; preemptory amendment at 22 Ill. Reg. 5108, effective February 26, 1998; preemptory amendment at 22 Ill. Reg. 5749, effective March 3, 1998; amended at 22 Ill. Reg. 6204, effective March 12, 1998; preemptory amendment at 22 Ill. Reg. 7053, effective April 1, 1998; preemptory amendment at 22 Ill. Reg. 7320, effective April 10, 1998; preemptory amendment at 22 Ill. Reg. 7692, effective April 20, 1998; emergency amendment at 22 Ill. Reg. 12607, effective July 2, 1998, for a maximum of 150 days; preemptory amendment at 22 Ill. Reg. 15489, effective August 7, 1998; amended at 22 Ill. Reg. 16158, effective August 31, 1998; preemptory amendment at 22 Ill. Reg. 19105, effective September 30, 1998; preemptory amendment at 22 Ill. Reg. 19943, effective October 27, 1998; preemptory amendment at 22 Ill. Reg. 20406, effective November 5, 1998; amended at 22 Ill. Reg. 20581, effective November 16, 1998; amended at 23 Ill. Reg. 664, effective January 1, 1999; preemptory amendment at 23 Ill. Reg. 730, effective December 29, 1998; emergency amendment at 23 Ill. Reg. 6533, effective May 10, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 7065, effective June 3, 1999; emergency amendment at 23 Ill. Reg. 8169, effective July 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 11020, effective August 26, 1999; amended at 23 Ill. Reg. 12429, effective September 21, 1999; preemptory amendment at 23 Ill. Reg. 12493, effective September 23, 1999; amended at 23 Ill. Reg. 12604, effective September 24, 1999; amended at 23 Ill. Reg. 13053, effective September 27, 1999; preemptory amendment at 23 Ill. Reg. 13132, effective October 1, 1999; amended at 23 Ill. Reg. 13570, effective October 26, 1999; amended at 23 Ill. Reg. 14020, effective November 15, 1999; amended at 24 Ill. Reg. 1025, effective January 7, 2000; preemptory amendment at 24 Ill. Reg. 3399, effective February 3, 2000; amended at 24 Ill. Reg. 3537, effective February 18, 2000; amended at 24 Ill. Reg. 6874, effective April 21, 2000; amended at 24 Ill. Reg. 7956, effective May 23, 2000; emergency amendment at 24 Ill. Reg. 10328, effective July 1, 2000, for a maximum of 150 days; emergency expired November 27, 2000; preemptory amendment at 24 Ill. Reg. 10767, effective July 3, 2000; amended at 24 Ill. Reg. 13384, effective August 17, 2000; preemptory amendment at 24 Ill. Reg. 14460, effective September 14, 2000; preemptory amendment at 24 Ill. Reg. 16700, effective October 30, 2000; preemptory amendment at 24 Ill. Reg. 17600, effective November 16, 2000; amended at 24 Ill. Reg. 18058, effective December 4, 2000; preemptory amendment at 24 Ill. Reg. 18444, effective December 1, 2000; amended at 25 Ill. Reg. 811, effective January 4, 2001; amended at 25 Ill. Reg. 2389, effective January 22, 2001; amended at 25 Ill. Reg. 4552, effective March 14, 2001; preemptory amendment at 25 Ill. Reg. 5067, effective March 21, 2001; amended at 25 Ill. Reg. 5618, effective April 4, 2001; amended at 25 Ill. Reg. 6655, effective May 11, 2001; amended at 25 Ill. Reg. 7151, effective May 25, 2001; preemptory amendment at 25 Ill. Reg. 8009, effective June 14, 2001; emergency amendment at 25 Ill. Reg. 9336, effective July 3, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 9846, effective July 23, 2001; amended at 25 Ill. Reg. 12087, effective September 6, 2001; amended at 25 Ill. Reg. 15560, effective November 20,

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2001; preemptory amendment at 25 Ill. Reg. 15671, effective November 15, 2001; amended at 25 Ill. Reg. 15974, effective November 28, 2001; emergency amendment at 26 Ill. Reg. 223, effective December 21, 2001, for a maximum of 150 days; amended at 26 Ill. Reg. 1143, effective January 17, 2002; amended at 26 Ill. Reg. 4127, effective March 5, 2002; preemptory amendment at 26 Ill. Reg. 4963, effective March 15, 2002; amended at 26 Ill. Reg. 6235, effective April 16, 2002; emergency amendment at 26 Ill. Reg. 7314, effective April 29, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 10425, effective July 1, 2002; emergency amendment at 26 Ill. Reg. 10952, effective July 1, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 13934, effective September 10, 2002; amended at 26 Ill. Reg. 14965, effective October 7, 2002; emergency amendment at 26 Ill. Reg. 16583, effective October 24, 2002, for a maximum of 150 days; emergency expired March 22, 2003; preemptory amendment at 26 Ill. Reg. 17280, effective November 18, 2002; amended at 26 Ill. Reg. 17374, effective November 25, 2002; amended at 26 Ill. Reg. 17987, effective December 9, 2002; amended at 27 Ill. Reg. 3261, effective February 11, 2003; expedited correction at 28 Ill. Reg. 6151, effective February 11, 2003; amended at 27 Ill. Reg. 8855, effective May 15, 2003; amended at 27 Ill. Reg. 9114, effective May 27, 2003; emergency amendment at 27 Ill. Reg. 10442, effective July 1, 2003, for a maximum of 150 days; emergency expired November 27, 2003; preemptory amendment at 27 Ill. Reg. 17433, effective November 7, 2003; amended at 27 Ill. Reg. 18560, effective December 1, 2003; preemptory amendment at 28 Ill. Reg. 1441, effective January 9, 2004; amended at 28 Ill. Reg. 2684, effective January 22, 2004; amended at 28 Ill. Reg. 6879, effective April 30, 2004; preemptory amendment at 28 Ill. Reg. 7323, effective May 10, 2004; amended at 28 Ill. Reg. 8842, effective June 11, 2004; preemptory amendment at 28 Ill. Reg. 9717, effective June 28, 2004; amended at 28 Ill. Reg. 12585, effective August 27, 2004; preemptory amendment at 28 Ill. Reg. 13011, effective September 8, 2004; preemptory amendment at 28 Ill. Reg. 13247, effective September 20, 2004; preemptory amendment at 28 Ill. Reg. 13656, effective September 27, 2004; emergency amendment at 28 Ill. Reg. 14174, effective October 15, 2004, for a maximum of 150 days; emergency expired March 13, 2005; preemptory amendment at 28 Ill. Reg. 14689, effective October 22, 2004; preemptory amendment at 28 Ill. Reg. 15336, effective November 15, 2004; preemptory amendment at 28 Ill. Reg. 16513, effective December 9, 2004; preemptory amendment at 29 Ill. Reg. 726, effective December 15, 2004; amended at 29 Ill. Reg. 1166, effective January 7, 2005; preemptory amendment at 29 Ill. Reg. 1385, effective January 4, 2005; preemptory amendment at 29 Ill. Reg. 1559, effective January 11, 2005; preemptory amendment at 29 Ill. Reg. 2050, effective January 19, 2005; preemptory amendment at 29 Ill. Reg. 4125, effective February 23, 2005; amended at 29 Ill. Reg. 5375, effective April 4, 2005; preemptory amendment at 29 Ill. Reg. 6105, effective April 14, 2005; preemptory amendment at 29 Ill. Reg. 7217, effective May 6, 2005; preemptory amendment at 29 Ill. Reg. 7840, effective May 10, 2005; amended at 29 Ill. Reg. 8110, effective May 23, 2005; preemptory amendment at 29 Ill. Reg. 8214, effective May 23, 2005; preemptory amendment at 29 Ill. Reg. 8418, effective June 1, 2005; amended at 29 Ill. Reg. 9319, effective July 1, 2005; preemptory amendment at 29 Ill. Reg. 12076, effective July 15, 2005; preemptory amendment at 29 Ill. Reg. 13265, effective

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August 11, 2005; amended at 29 Ill. Reg. 13540, effective August 22, 2005; preemptory amendment at 29 Ill. Reg. 14098, effective September 2, 2005; amended at 29 Ill. Reg. 14166, effective September 9, 2005; amended at 29 Ill. Reg. 19551, effective November 21, 2005; emergency amendment at 29 Ill. Reg. 20554, effective December 2, 2005, for a maximum of 150 days; preemptory amendment at 29 Ill. Reg. 20693, effective December 12, 2005; preemptory amendment at 30 Ill. Reg. 623, effective December 28, 2005; preemptory amendment at 30 Ill. Reg. 1382, effective January 13, 2006; amended at 30 Ill. Reg. 2289, effective February 6, 2006; preemptory amendment at 30 Ill. Reg. 4157, effective February 22, 2006; preemptory amendment at 30 Ill. Reg. 5687, effective March 7, 2006; preemptory amendment at 30 Ill. Reg. 6409, effective March 30, 2006; amended at 30 Ill. Reg. 7857, effective April 17, 2006; amended at 30 Ill. Reg. 9438, effective May 15, 2006.

## SUBPART B: SCHEDULE OF RATES

**Section 310.280 Designated Rate**

The rate of pay for a specific position or class of positions excluded from the other requirements of this Pay Plan shall be only as designated by the Governor.

Department of Commerce & Economic Opportunity

Private Secretary II (Pos. No. 34202-42-00-000-01-02)	<u>Annual Salary</u> 62,400
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Department of Healthcare and Family Services

Senior Public Service Administrator (Pos. No. 40070-33-20-000-00-61)	<u>Annual Salary</u> 123,060
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Department of Human Services

Administrative Assistant I (Pos. No. 00501-10-68-010-80-21)	<u>Annual Salary</u> 55,200
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Department of Public Health

Senior Public Service Administrator (Pos. No. 40070-20-80-000-00-81)	<u>Annual Salary</u> <del>139,364</del> 134,004
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(Source: Amended at 30 Ill. Reg. 9438, effective May 15, 2006)

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## SUBPART C: MERIT COMPENSATION SYSTEM

**Section 310.490 Other Pay Provisions**

- a) Transfer – Upon assignment of an employee to a vacant position in a class with the same salary range as the class for the position being vacated, the employee's base salary will not be changed. Upon separation and subsequent appointment to a position in the same salary range, no increase in salary will be given.
- b) Entrance Salary – Normally upon entry to State service, an employee's base salary will be at the minimum salary of the salary range.
  - 1) Qualifications Above Minimum Requirements –
    - A) If a candidate possesses directly related training and experience in excess of the minimum requirements of the class specification, the employing agency may grant an entrance salary up to the midpoint of the first half of the salary range; however, this shall not provide more than a 10% increase over the candidate's current salary. Qualifications above the minimum requirements shall be documented to support an entrance salary higher than the minimum.
    - B) An entrance salary above the middle of the first half of the salary range must have prior approval of the Director of Central Management Services. This approval will be based on consideration of the candidate's training and experience exceeding the requirements of the class, prior salary history, particular staffing requirements of an agency, and labor market influence on recruitment needs.
  - 2) Area Differential – For positions where additional compensation is required because of dissimilar economic or other conditions in the geographical area in which the positions are established, a higher entrance salary may be authorized by the Director of Central Management Services. Present employees receiving less than the new rate of pay shall be advanced to the new rate.
  - 3) Upon geographical transfer from or to an area for which additional

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compensation has been authorized, an employee will receive an adjustment to the appropriate salary level for the new geographical area of assignment, effective the first day of the month following the date of assignment.

- c) Differential and Overtime Pay – An eligible employee may have an amount added to the base salary for a given pay period for work performed in excess of the normal requirements for the position and work schedule, as follows:
- 1) Shift Differential Pay – An employee may be paid an amount in addition to the base salary for work performed on a regularly scheduled second or third shift. The additional compensation will be at a rate and in a manner approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
  - 2) Overtime Pay –
    - A) Eligibility – The Director of Central Management Services shall maintain a listing of classes of positions subject to the provisions of the Merit Compensation System that are eligible for overtime compensation. Classes in salary ranges MC 6 and below are eligible for straight-time overtime unless exceptions are determined by the Director of Central Management Services or federal guidelines. Employees in these classes of positions who are assigned and perform work in excess of the normal work schedule as established by the agency shall be compensated at a straight-time rate on either a cash or compensatory time-off basis for all hours worked in excess of a normal work week. Overtime in less than one-half hour increments per day shall not be accrued. Classes in MC 7 and above are not eligible for overtime unless required by federal regulation or approved by the Director of Central Management Services. Exceptions must be requested by the employing agency and will be determined on the basis of the special nature of the situation, a substantial need to provide overtime compensation and a significant number of hours worked beyond the normal work schedule, and will be granted only for a

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specified time period for which the special situation is expected to exist.

- B) **Compensatory Time** – Employees who are eligible for compensatory time may request such time, which may be granted by the agency at its discretion, considering, among other things, its operating needs. Compensatory time shall be taken within the fiscal year it was earned at a time convenient to the employee and consistent with the operating needs of the agency. Compensatory time shall be accrued at the rate in which it is earned (straight time or time and a half), but shall not exceed 120 hours in any fiscal year. Compensatory time approved for non-union employees will be earned after 40 actual work hours in a workweek. Compensatory time not used by the end of the fiscal year in which it was earned shall be liquidated and paid in cash at the rate it was earned. Time spent in travel outside the normal work schedule shall not be accrued as compensatory time except as provided by labor contracts and the Federal Fair Labor Standards Act. At no time are overtime hours or compensatory time to be transferred from one agency to another agency.
- d) **Equivalent Earned Time** –
- 1) **Eligibility** – Employees who are non-union, exempt under the Federal Fair Labor Standards Act, and in positions not eligible for overtime compensation may receive equivalent earned time for hours worked in excess of 40 actual work hours in a work week.
  - 2) **Accrual** –
    - A) Employees who are eligible for equivalent earned time shall request that time before working in excess of 40 actual work hours in a work week. Requests for equivalent earned time may be granted by the agency at its discretion, considering its operating needs. Equivalent earned time shall be accrued at straight time only to a maximum of 120 hours in any fiscal year.
    - B) Equivalent earned time will accrue in no less than one-half hour increments. Time spent in travel outside the normal work schedule shall not be counted toward accrual of equivalent earned time.

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- 3) Compensation – Any approved equivalent earned time shall be taken at a time convenient to the employee and consistent with the operating needs of the agency. This time may not be carried over from one fiscal year to another fiscal year. At no time is equivalent earned time to be converted into cash payment or transferred from one agency to another agency.
- e) Part-Time Work – Part-time employees whose base salary is other than an hourly or daily basis shall be paid on a daily rate basis computed by dividing the annual rate of salary by the total number of work days in the year.
- f) Out-of-State Assignment – Employees who are assigned to work out-of-state on a temporary basis may receive an appropriate differential during the period of the assignment, as approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstance.
- g) Lump Sum Payment – Lump sum payment shall be provided for accrued vacation, sick leave and unused compensatory overtime at the current base rate to those employees separated from employment under the Personnel Code. Leaves of absence and temporary layoff (per 80 Ill. Adm. Code 302.510) are not separations and therefore lump sum payments cannot be given in these transactions. Methods of computation are explained in Section 310.520(a).

AGENCY NOTE: The method to be used in computing lump sum payment for accrued vacation, sick leave and unused compensatory overtime for an incumbent entitled to shift differential during the regular work hours will be to use the current base salary plus the shift differential pay. Sick leave earned prior to January 1, 1984 and after December 31, 1997 is not compensable. Sick leave earned and not used between January 1, 1984 and December 31, 1997 will be compensable at the current base daily rate times one-half of the total number of compensable sick days.

- h) Salary Treatment upon Return from Leave – An employee returning from [Administrative Leave \(80 Ill. Adm. Code 302.795\)](#), [Military Leave \(80 Ill. Adm. Code 302.220 and 303.170\)](#), [Peace Corps Leave \(80 Ill. Adm. Code 302.230\)](#), [Service-Connected Disability Leave \(80 Ill. Adm. Code 303.135\)](#), [Educational Leave \(80 Ill. Adm. Code 302.215\)](#), [Disaster Service Leave with Pay \(80 Ill.](#)

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Adm. Code 303.175), Family Responsibility Leave (80 Ill. Adm. Code 303.148), ~~Administrative Leave~~, Leave to accept a temporary, emergency, provisional, exempt (80 Ill. Adm. Code 303.155) ~~Temporary, Emergency, Exempt~~ or ~~trainee~~ ~~Trainee~~ position, or Leave to serve in domestic peace or job corps (80 Ill. Adm. Code 302.230) will have his/her salary established as determined appropriate by the employing agency and approved by the Director of Central Management Services. However, in no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the salary range. Creditable service date will be maintained. An employee returning to his/her former salary range from any other leave of over 14 days will be placed at the salary which the employee received prior to the leave and the creditable service date will be extended by the duration of the leave.

- i) Employees in classes that are made subject to the Merit Compensation System after July 1, 1979 will retain their current salary, except that in no event is the resultant salary to be lower than the minimum rate or higher than the maximum rate of the new salary range.
- j) Extra Duty Pay – An employee may be paid an amount in addition to the base salary for services in addition to the regular work schedule on a special assignment. Additional compensation will be at a rate and manner as approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
- k) Salary Treatment Upon Reemployment –
  - 1) Upon the reemployment of an employee in a class with the same salary range as the class for the position held before layoff, the employee will be placed at the same salary as held at the time of the layoff, and his creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
  - 2) Upon the reemployment of an employee in a class at a lower salary range than the range of the class for the position held before layoff, the employee will be placed at the same salary as held at the time of layoff, except that if this exceeds the maximum of the new range, the employee will be placed at that maximum salary. The creditable service date will be

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adjusted to reflect that time on layoff does not count as creditable service time.

- l) Reinstatement – The salary upon reinstatement of an employee will be as determined by the employing agency and approved by the Director of Central Management Services. This salary should not provide more than a 10% increase over the candidate's current salary, or exceed the salary rate held in the position where previously certified. In no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the salary range.
- m) Bilingual Pay – Individual positions whose job descriptions require the use of sign language, Braille, or another second language (e.g., Spanish) shall receive 5% or \$100 per month, whichever is greater, in addition to the employee's base rate.
- n) Clothing or Equipment Allowance – An employee may be paid an amount in addition to his/her base salary to compensate for clothing or equipment that is required in the performance of assigned duties. The amount will be determined by the Director of the employing agency, and will require approval of the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstance.

(Source: Amended at 30 Ill. Reg. 9438, effective May 15, 2006)

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**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE D HR-001 (Teamsters Local #726)**

Title	<u>Full Scale Rates</u>						
	Title Code	Bargaining Unit	Pay Plan Code	<u>July 1, 2005</u>		<u>January 1, 2006</u>	
				Mo.	Hr.	Mo.	Hr.
<u>Building Services Worker</u>	<u>05616</u>	<u>HR-001</u>	<u>B</u>	<u>2617.42</u>	<u>15.04</u>	<u>2695.94</u>	<u>15.49</u>
<u>Elevator Operator</u>	<u>13500</u>	<u>HR-001</u>	<u>B</u>	<u>2681.30</u>	<u>15.41</u>	<u>2761.74</u>	<u>15.87</u>
<u>Elevator Operator – Assistant Starter</u>	<u>13500</u>	<u>HR-001</u>	<u>B</u>	<u>2721.23</u>	<u>15.64</u>	<u>2802.87</u>	<u>16.11</u>
<u>Elevator Operator – Starter</u>	<u>13500</u>	<u>HR-001</u>	<u>B</u>	<u>2741.21</u>	<u>15.75</u>	<u>2823.45</u>	<u>16.23</u>
<u>Grounds Supervisor</u>	<u>17549</u>	<u>HR-001</u>	<u>B</u>	<u>4217.00</u>	<u>24.24</u>	<u>4344.00</u>	<u>24.97</u>
<u>Grounds Supervisor (Chicago Read)</u>	<u>17549</u>	<u>HR-001</u>	<u>B</u>	<u>4387.00</u>	<u>25.21</u>	<u>4519.00</u>	<u>25.97</u>
<u>Grounds Supervisor (Supervising Tractor Trailer Drivers)</u>	<u>17549</u>	<u>HR-001</u>	<u>B</u>	<u>4619.00</u>	<u>26.55</u>	<u>4758.00</u>	<u>27.34</u>
<u>Heavy Construction Equipment Operator</u>	<u>18465</u>	<u>HR-001</u>	<u>Q</u>	<u>4466.00</u>	<u>25.67</u>	<u>4633.00</u>	<u>26.63</u>
<u>Heavy Construction Equipment Operator (Bridge Crew)</u>	<u>18465</u>	<u>HR-001</u>	<u>Q</u>	<u>4537.50</u>	<u>26.08</u>	<u>4707.66</u>	<u>27.06</u>
<u>Highway Maintainer and Highway Maintainer (Tractor Mower)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>4364.00</u>	<u>25.08</u>	<u>4528.00</u>	<u>26.02</u>
<u>Highway Maintainer (Bridge Crew)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>4435.78</u>	<u>25.49</u>	<u>4602.12</u>	<u>26.45</u>
<u>Highway Maintainer (Drill Rig)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>4466.00</u>	<u>25.67</u>	<u>4633.00</u>	<u>26.63</u>
<u>Highway Maintainer (Emergency Patrol)</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>	<u>4467.00</u>	<u>25.67</u>	<u>4635.00</u>	<u>26.64</u>
<u>Highway Maintenance Lead Worker</u>	<u>18659</u>	<u>HR-001</u>	<u>Q</u>	<u>4497.00</u>	<u>25.84</u>	<u>4666.00</u>	<u>26.82</u>
<u>Highway Maintenance Lead Worker (Bridge Crew)</u>	<u>18659</u>	<u>HR-001</u>	<u>Q</u>	<u>4568.32</u>	<u>26.25</u>	<u>4739.63</u>	<u>27.24</u>
<u>Highway Maintenance Lead Worker (Emergency Patrol)</u>	<u>18659</u>	<u>HR-001</u>	<u>Q</u>	<u>4600.00</u>	<u>26.44</u>	<u>4773.00</u>	<u>27.43</u>
<u>Highway Maintenance Lead Worker (Lead Lead Worker)</u>	<u>18659</u>	<u>HR-001</u>	<u>Q</u>	<u>4548.00</u>	<u>26.14</u>	<u>4719.00</u>	<u>27.12</u>

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<u>Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)</u>	<u>18659</u>	<u>HR-001</u>	<u>Q</u>	<u>4619.70</u>	<u>26.55</u>	<u>4792.94</u>	<u>27.55</u>
<u>Highway Maintenance Lead Worker (Lead Lead Worker) (Emergency Patrol)</u>	<u>18659</u>	<u>HR-001</u>	<u>Q</u>	<u>4651.00</u>	<u>26.73</u>	<u>4825.00</u>	<u>27.73</u>
<u>Laborer (Maintenance)</u>	<u>23080</u>	<u>HR-001</u>	<u>B</u>	<u>4239.00</u>	<u>24.36</u>	<u>4366.00</u>	<u>25.09</u>
<u>Maintenance Equipment Operator</u>	<u>25020</u>	<u>HR-001</u>	<u>B</u>	<u>4333.00</u>	<u>24.90</u>	<u>4463.00</u>	<u>25.65</u>
<u>Maintenance Equipment Operator (Dispatcher)</u>	<u>25020</u>	<u>HR-001</u>	<u>B</u>	<u>4511.00</u>	<u>25.93</u>	<u>4646.00</u>	<u>26.70</u>
<u>Maintenance Equipment Operator (Tractor Trailer)</u>	<u>25020</u>	<u>HR-001</u>	<u>B</u>	<u>4359.10</u>	<u>25.05</u>	<u>4489.10</u>	<u>25.80</u>
<u>Maintenance Worker (not DOT, Chicago Read or DHS forensic)</u>	<u>25500</u>	<u>HR-001</u>	<u>B</u>	<u>4183.00</u>	<u>24.04</u>	<u>4308.00</u>	<u>24.76</u>
<u>Maintenance Worker (Chicago Read)</u>	<u>25500</u>	<u>HR-001</u>	<u>B</u>	<u>4333.00</u>	<u>24.90</u>	<u>4463.00</u>	<u>25.65</u>
<u>Maintenance Worker (DHS, forensic)</u>	<u>25500</u>	<u>HR-001</u>	<u>Q</u>	<u>4364.00</u>	<u>25.08</u>	<u>4528.00</u>	<u>26.02</u>
<u>Maintenance Worker (DOT, not Emergency Patrol)</u>	<u>25500</u>	<u>HR-001</u>	<u>B</u>	<u>4276.00</u>	<u>24.57</u>	<u>4404.00</u>	<u>25.31</u>
<u>Maintenance Worker (DOT, Emergency Patrol)</u>	<u>25500</u>	<u>HR-001</u>	<u>B</u>	<u>4378.00</u>	<u>25.16</u>	<u>4509.00</u>	<u>25.91</u>

In Hire Rates

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
<u>Highway Maintainer</u>	<u>18639</u>	<u>HR-001</u>	<u>Q</u>

Highway Maintainer and Highway Maintainer (Tractor Mower)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4126.00</u>	<u>23.71</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4126.00</u>	<u>23.71</u>			<u>4281.00</u>	<u>24.60</u>	<u>Full Scale</u>	

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<u>(7/1/02-12/31/02)</u>	<u>3915.00</u>	<u>22.50</u>	<u>4113.00</u>	<u>23.64</u>	<u>4267.00</u>	<u>24.52</u>		
<u>(1/1/03-6/30/03)</u>	<u>3915.00</u>	<u>22.50</u>			<u>4062.00</u>	<u>23.34</u>	<u>4267.00</u>	<u>24.52</u>
<u>(7/1/03-12/31/03)</u>	<u>3686.00</u>	<u>21.18</u>	<u>3892.00</u>	<u>22.37</u>	<u>4038.00</u>	<u>23.21</u>		
<u>(1/1/04-6/30/04)</u>	<u>3686.00</u>	<u>21.18</u>			<u>3824.00</u>	<u>21.98</u>	<u>4038.00</u>	<u>23.21</u>
<u>(7/1/04-12/31/04)</u>	<u>3474.00</u>	<u>19.97</u>	<u>3680.00</u>	<u>21.15</u>	<u>3818.00</u>	<u>21.94</u>		
<u>(1/1/05-6/30/05)</u>	<u>3474.00</u>	<u>19.97</u>			<u>3604.00</u>	<u>20.71</u>	<u>3818.00</u>	<u>21.94</u>
<u>(7/1/05-12/31/05)</u>	<u>3456.00</u>	<u>19.86</u>			<u>3586.00</u>	<u>20.61</u>		
<u>(1/1/06-6/30/06)</u>					<u>3586.00</u>	<u>20.61</u>		

Highway Maintainer (Bridge Crew)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4195.22</u>	<u>24.11</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4195.22</u>	<u>24.11</u>			<u>4352.54</u>	<u>25.01</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>3979.03</u>	<u>22.87</u>	<u>4180.03</u>	<u>24.02</u>	<u>4336.78</u>	<u>24.92</u>		
<u>(1/1/03-6/30/03)</u>	<u>3979.03</u>	<u>22.87</u>			<u>4128.24</u>	<u>23.73</u>	<u>4336.78</u>	<u>24.92</u>
<u>(7/1/03-12/31/03)</u>	<u>3746.20</u>	<u>21.53</u>	<u>3955.20</u>	<u>22.73</u>	<u>4103.52</u>	<u>23.58</u>		
<u>(1/1/04-6/30/04)</u>	<u>3746.20</u>	<u>21.53</u>			<u>3886.68</u>	<u>22.34</u>	<u>4103.52</u>	<u>23.58</u>
<u>(7/1/04-12/31/04)</u>	<u>3531.45</u>	<u>20.30</u>	<u>3740.45</u>	<u>21.50</u>	<u>3880.72</u>	<u>22.30</u>		
<u>(1/1/05-6/30/05)</u>	<u>3531.45</u>	<u>20.30</u>			<u>3663.88</u>	<u>21.06</u>	<u>3880.72</u>	<u>22.30</u>
<u>(7/1/05-12/31/05)</u>	<u>3513.42</u>	<u>20.19</u>			<u>3645.17</u>	<u>20.95</u>		
<u>(1/1/06-6/30/06)</u>					<u>3645.17</u>	<u>20.95</u>		

Highway Maintainer (Drill Rig)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4222.00</u>	<u>24.26</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4222.00</u>	<u>24.26</u>			<u>4380.00</u>	<u>25.17</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>4006.00</u>	<u>23.02</u>	<u>4208.00</u>	<u>24.18</u>	<u>4366.00</u>	<u>25.09</u>		
<u>(1/1/03-6/30/03)</u>	<u>4006.00</u>	<u>23.02</u>			<u>4156.00</u>	<u>23.89</u>	<u>4366.00</u>	<u>25.09</u>

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>(7/1/03-12/31/03)</u>	<u>3772.00</u>	<u>21.68</u>	<u>3983.00</u>	<u>22.89</u>	<u>4132.00</u>	<u>23.75</u>		
<u>(1/1/04-6/30/04)</u>	<u>3772.00</u>	<u>21.68</u>			<u>3913.00</u>	<u>22.49</u>	<u>4132.00</u>	<u>23.75</u>
<u>(7/1/04-12/31/04)</u>	<u>3556.00</u>	<u>20.44</u>	<u>3767.00</u>	<u>21.65</u>	<u>3908.00</u>	<u>22.46</u>		
<u>(1/1/05-6/30/05)</u>	<u>3556.00</u>	<u>20.44</u>			<u>3689.00</u>	<u>21.20</u>	<u>3908.00</u>	<u>22.46</u>
<u>(7/1/05-12/31/05)</u>	<u>3538.00</u>	<u>20.33</u>			<u>3671.00</u>	<u>21.10</u>		
<u>(1/1/06-6/30/06)</u>					<u>3671.00</u>	<u>21.10</u>		

Highway Maintainer (Emergency Patrol)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4223.00</u>	<u>24.27</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4223.00</u>	<u>24.27</u>			<u>4381.00</u>	<u>25.18</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>4008.00</u>	<u>23.03</u>	<u>4211.00</u>	<u>24.20</u>	<u>4369.00</u>	<u>25.11</u>		
<u>(1/1/03-6/30/03)</u>	<u>4008.00</u>	<u>23.03</u>			<u>4158.00</u>	<u>23.90</u>	<u>4369.00</u>	<u>25.11</u>
<u>(7/1/03-12/31/03)</u>	<u>3773.00</u>	<u>21.68</u>	<u>3984.00</u>	<u>22.90</u>	<u>4133.00</u>	<u>23.75</u>		
<u>(1/1/04-6/30/04)</u>	<u>3773.00</u>	<u>21.68</u>			<u>3914.00</u>	<u>22.49</u>	<u>4133.00</u>	<u>23.75</u>
<u>(7/1/04-12/31/04)</u>	<u>3557.00</u>	<u>20.44</u>	<u>3768.00</u>	<u>21.66</u>	<u>3909.00</u>	<u>22.47</u>		
<u>(1/1/05-6/30/05)</u>	<u>3557.00</u>	<u>20.44</u>			<u>3690.00</u>	<u>21.21</u>	<u>3909.00</u>	<u>22.47</u>
<u>(7/1/05-12/31/05)</u>	<u>3538.00</u>	<u>20.33</u>			<u>3671.00</u>	<u>21.10</u>		
<u>(1/1/06-6/30/06)</u>					<u>3671.00</u>	<u>21.10</u>		

A) ~~Department of Transportation—Division of Highways—Emergency Patrol—Northeast Region (Cook)~~

<u>Highway Maintainer</u>	<u>Effective July 1, 2004</u>		<u>Effective on employee's anniversary date between July 1 and December 31, 2004</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(New Hire 7/1/99-6/30/00)</u>	<u>4255.00</u>	<u>24.45</u>	<u>4255.00</u>	<u>24.45</u>
<u>(New Hire 7/1/00-6/30/01)</u>	<u>4026.00</u>	<u>23.14</u>	<u>4255.00</u>	<u>24.45</u>
<u>(New Hire 7/1/01-6/30/02)</u>	<u>3823.00</u>	<u>21.97</u>	<u>4018.00</u>	<u>23.09</u>
<u>(New Hire 7/1/02-6/30/03)</u>	<u>3605.00</u>	<u>20.72</u>	<u>3808.00</u>	<u>21.89</u>
<u>(New Hire 7/1/03-6/30/04)</u>	<u>3369.00</u>	<u>19.36</u>	<u>3580.00</u>	<u>20.57</u>

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<del>(New Hire 7/1/04-6/30/05)</del>	<del>3369.00</del>	<del>19.36</del>	<del>3369.00</del>	<del>19.36</del>
<del>Highway Maintenance Lead Worker</del>	<del>4384.00</del>	<del>25.20</del>	<del>4384.00</del>	<del>25.20</del>
<del>Highway Maintenance Lead Worker</del>	<del>4434.00</del>	<del>25.48</del>	<del>4434.00</del>	<del>25.48</del>
<del>(Lead Lead Worker)</del>				
<del>Maintenance Worker</del>	<del>4199.00</del>	<del>24.13</del>	<del>4199.00</del>	<del>24.13</del>
	<del>Effective January 1, 2005</del>		<del>Effective January 1,</del>	
	<del>for employees with an</del>		<del>2005 for employees</del>	
	<del>anniversary date between</del>		<del>with an anniversary</del>	
	<del>July 1 and December 31</del>		<del>date between January 1</del>	
			<del>and June 30</del>	
	<del>Mo.</del>	<del>Hr.</del>	<del>Mo.</del>	<del>Hr.</del>
<del>Highway Maintainer</del>	<del>4372.00</del>	<del>25.13</del>	<del>4372.00</del>	<del>25.13</del>
<del>(New Hire 7/1/99-6/30/00)</del>	<del>4372.00</del>	<del>25.13</del>	<del>4372.00</del>	<del>25.13</del>
<del>(New Hire 7/1/00-6/30/01)</del>	<del>4372.00</del>	<del>25.13</del>	<del>4372.00</del>	<del>25.13</del>
<del>(New Hire 7/1/01-6/30/02)</del>	<del>4128.00</del>	<del>23.72</del>	<del>3928.00</del>	<del>22.57</del>
<del>(New Hire 7/1/02-6/30/03)</del>	<del>3913.00</del>	<del>22.49</del>	<del>3704.00</del>	<del>21.29</del>
<del>(New Hire 7/1/03-6/30/04)</del>	<del>3678.00</del>	<del>21.14</del>	<del>3462.00</del>	<del>19.90</del>
<del>(New Hire 7/1/04-6/30/05)</del>	<del>3462.00</del>	<del>19.90</del>	<del>3462.00</del>	<del>19.90</del>
<del>Highway Maintenance Lead Worker</del>	<del>4505.00</del>	<del>25.89</del>	<del>4505.00</del>	<del>25.89</del>
<del>Highway Maintenance Lead Worker</del>	<del>4556.00</del>	<del>26.18</del>	<del>4556.00</del>	<del>26.18</del>
<del>(Lead Lead Worker)</del>				
<del>Maintenance Worker</del>	<del>4283.00</del>	<del>24.61</del>	<del>4283.00</del>	<del>24.61</del>
	<del>Effective on employee's</del>			
	<del>anniversary date</del>			
	<del>between January 1 and</del>			
	<del>June 30, 2005</del>			
	<del>Mo.</del>	<del>Hr.</del>		
<del>Highway Maintainer</del>	<del>4372.00</del>	<del>25.13</del>		
<del>(New Hire 7/1/99-6/30/00)</del>	<del>4372.00</del>	<del>25.13</del>		
<del>(New Hire 7/1/00-6/30/01)</del>	<del>4372.00</del>	<del>25.13</del>		
<del>(New Hire 7/1/01-6/30/02)</del>	<del>4128.00</del>	<del>23.72</del>		
<del>(New Hire 7/1/02-6/30/03)</del>	<del>3913.00</del>	<del>22.49</del>		
<del>(New Hire 7/1/03-6/30/04)</del>	<del>3678.00</del>	<del>21.14</del>		
<del>(New Hire 7/1/04-6/30/05)</del>	<del>3462.00</del>	<del>19.90</del>		
<del>Highway Maintenance Lead Worker</del>	<del>4505.00</del>	<del>25.89</del>		
<del>Highway Maintenance Lead Worker</del>	<del>4556.00</del>	<del>26.18</del>		
<del>(Lead Lead Worker)</del>				
<del>Maintenance Worker</del>	<del>4283.00</del>	<del>24.61</del>		

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

## B) Department of Transportation—Division of Highways—Northeast Region (Cook)

	Effective July 1, 2004		Effective on employee's anniversary date between July 1 and December 31, 2004	
	Mo.	Hr.	Mo.	Hr.
Heavy Construction Equipment Operator	4254.00	24.45	4254.00	24.45
Heavy Construction Equipment Operator (Bridge Crew)	4323.60	24.85	4323.60	24.85
Highway Maintainer	4155.00	23.88	4155.00	23.88
(New Hire 7/1/99-6/30/00)	3931.00	22.59	4155.00	23.88
(New Hire 7/1/00-6/30/01)	3931.00	22.59	4155.00	23.88
(New Hire 7/1/01-6/30/02)	3733.00	21.45	3923.00	22.55
(New Hire 7/1/02-6/30/03)	3520.00	20.23	3718.00	21.37
(New Hire 7/1/03-6/30/04)	3289.00	18.90	3495.00	20.09
(New Hire 7/1/04-6/30/05)	3289.00	18.90	3289.00	18.90
Highway Maintainer (Bridge Crew)	4224.60	24.28	4224.60	24.28
(New Hire 7/1/99-6/30/00)	3995.68	22.96	4224.60	24.28
(New Hire 7/1/00-6/30/01)	3995.68	22.96	4224.60	24.28
(New Hire 7/1/01-6/30/02)	3796.48	21.82	3990.48	22.93
(New Hire 7/1/02-6/30/03)	3579.08	20.57	3780.08	21.72
(New Hire 7/1/03-6/30/04)	3344.48	19.22	3554.48	20.43
(New Hire 7/1/04-6/30/05)	3344.48	19.22	3344.48	19.22
Highway Maintainer (Drill Rig)	4254.00	24.45	4254.00	24.45
(New Hire 7/1/99-6/30/00)	4025.00	23.13	4254.00	24.45
(New Hire 7/1/00-6/30/01)	4025.00	23.13	4254.00	24.45
(New Hire 7/1/01-6/30/02)	3822.00	21.97	4017.00	23.09
(New Hire 7/1/02-6/30/03)	3604.00	20.71	3806.00	21.87
(New Hire 7/1/03-6/30/04)	3368.00	19.36	3579.00	20.57
(New Hire 7/1/04-6/30/05)	3368.00	19.36	3368.00	19.36
Highway Maintainer (Tractor Mower)	4155.00	23.88	4155.00	23.88
(New Hire 7/1/99-6/30/00)	3931.00	22.59	4155.00	23.88
(New Hire 7/1/00-6/30/01)	3931.00	22.59	4155.00	23.88
(New Hire 7/1/01-6/30/02)	3733.00	21.45	3923.00	22.55
(New Hire 7/1/02-6/30/03)	3520.00	20.23	3718.00	21.37
(New Hire 7/1/03-6/30/04)	3289.00	18.90	3495.00	20.09
(New Hire 7/1/04-6/30/05)	3289.00	18.90	3289.00	18.90

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Highway Maintainer (Seasonal)	3154.00	18.13	3154.00	18.13
Highway Maintenance Lead Worker	4284.00	24.62	4284.00	24.62
Highway Maintenance Lead Worker (Bridge Crew)	4353.60	25.02	4353.60	25.02
Highway Maintenance Lead Worker (Lead Lead Worker)	4334.00	24.91	4334.00	24.91
Highway Maintenance Lead Worker (Lead Lead Worker—Bridge Crew)	4403.60	25.31	4403.60	25.31
Laborer (Maintenance)	4063.00	23.35	4063.00	23.35
Maintenance Worker	4099.00	23.56	4099.00	23.56

Effective January 1,  
2005 for employees  
with an anniversary date  
between July 1 and  
December 31

Effective January 1,  
2005 for employees  
with an anniversary  
date between January 1  
and June 30

	Mo.	Hr.	Mo.	Hr.
Heavy Construction Equipment Operator	4371.00	25.12	4371.00	25.12
Heavy Construction Equipment Operator (Bridge Crew)	4442.00	25.53	4442.00	25.53
Highway Maintainer (New Hire 7/1/99-6/30/00)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/00-6/30/01)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/01-6/30/02)	4031.00	23.17	3836.00	22.05
(New Hire 7/1/02-6/30/03)	3820.00	21.95	3617.00	20.79
(New Hire 7/1/03-6/30/04)	3591.00	20.64	3379.00	19.42
(New Hire 7/1/04-6/30/05)	3379.00	19.42	3379.00	19.42
Highway Maintainer (Bridge Crew) (New Hire 7/1/99-6/30/00)	4340.78	24.95	4340.78	24.95
(New Hire 7/1/00-6/30/01)	4340.78	24.95	4340.78	24.95
(New Hire 7/1/01-6/30/02)	4100.22	23.56	3900.88	22.42
(New Hire 7/1/02-6/30/03)	3884.03	22.32	3677.50	21.14
(New Hire 7/1/03-6/30/04)	3652.23	20.99	3436.45	19.75
(New Hire 7/1/04-6/30/05)	3436.45	19.75	3436.45	19.75
Highway Maintainer (Drill Rig) (New Hire 7/1/99-6/30/00)	4371.00	25.12	4371.00	25.12
(New Hire 7/1/00-6/30/01)	4371.00	25.12	4371.00	25.12
(New Hire 7/1/01-6/30/02)	4126.00	23.71	3927.00	22.57
(New Hire 7/1/02-6/30/03)	3910.00	22.47	3703.00	21.28

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

(New Hire 7/1/03-6/30/04)	3677.00	21.13	3461.00	19.89
(New Hire 7/1/04-6/30/05)	3461.00	19.89	3461.00	19.89
Highway Maintainer (Tractor Mower)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/99-6/30/00)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/00-6/30/01)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/01-6/30/02)	4031.00	23.17	3836.00	22.50
(New Hire 7/1/02-6/30/03)	3820.00	21.95	3617.00	20.79
(New Hire 7/1/03-6/30/04)	3591.00	20.64	3379.00	19.42
(New Hire 7/1/04-6/30/05)	3379.00	19.42	3379.00	19.42
Highway Maintainer (Seasonal)	3154.00	18.13	3154.00	18.13
Highway Maintenance Lead Worker	4402.00	25.30	4402.00	25.30
Highway Maintenance Lead Worker (Bridge Crew)	4473.00	25.71	4473.00	25.71
Highway Maintenance Lead Worker (Lead Lead Worker)	4453.00	25.59	4453.00	25.59
Highway Maintenance Lead Worker (Lead Lead Worker—Bridge Crew)	4525.00	26.01	4525.00	26.01
Laborer (Maintenance)	4144.00	23.82	4144.00	23.82
Maintenance Worker	4181.00	24.03	4181.00	24.03

Effective on employee's  
anniversary date  
between January 1 and  
June 30, 2005

	Mo.	Hr.
Heavy Construction Equipment Operator	4371.00	25.12
Heavy Construction Equipment Operator (Bridge Crew)	4442.00	25.53
Highway Maintainer	4269.00	24.53
(New Hire 7/1/99-6/30/00)	4269.00	24.53
(New Hire 7/1/00-6/30/01)	4269.00	24.53
(New Hire 7/1/01-6/30/02)	4031.00	23.17
(New Hire 7/1/02-6/30/03)	3820.00	21.95
(New Hire 7/1/03-6/30/04)	3591.00	20.64
(New Hire 7/1/04-6/30/05)	3379.00	19.42
Highway Maintainer (Bridge Crew)	4340.78	24.95
(New Hire 7/1/99-6/30/00)	4340.78	24.95
(New Hire 7/1/00-6/30/01)	4340.78	24.95
(New Hire 7/1/01-6/30/02)	4100.22	23.56

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<del>(New Hire 7/1/02-6/30/03)</del>	<del>3884.03</del>	<del>22.32</del>
<del>(New Hire 7/1/03-6/30/04)</del>	<del>3652.23</del>	<del>20.99</del>
<del>(New Hire 7/1/04-6/30/05)</del>	<del>3436.45</del>	<del>19.75</del>
<del>Highway Maintainer (Drill Rig)</del>	<del>4371.00</del>	<del>25.12</del>
<del>(New Hire 7/1/99-6/30/00)</del>	<del>4371.00</del>	<del>25.12</del>
<del>(New Hire 7/1/00-6/30/01)</del>	<del>4371.00</del>	<del>25.12</del>
<del>(New Hire 7/1/01-6/30/02)</del>	<del>4126.00</del>	<del>23.71</del>
<del>(New Hire 7/1/02-6/30/03)</del>	<del>3910.00</del>	<del>22.47</del>
<del>(New Hire 7/1/03-6/30/04)</del>	<del>3677.00</del>	<del>21.13</del>
<del>(New Hire 7/1/04-6/30/05)</del>	<del>3461.00</del>	<del>19.89</del>
<del>Highway Maintainer (Tractor Mower)</del>	<del>4269.00</del>	<del>24.53</del>
<del>(New Hire 7/1/99-6/30/00)</del>	<del>4269.00</del>	<del>24.53</del>
<del>(New Hire 7/1/00-6/30/01)</del>	<del>4269.00</del>	<del>24.53</del>
<del>(New Hire 7/1/01-6/30/02)</del>	<del>4031.00</del>	<del>23.17</del>
<del>(New Hire 7/1/02-6/30/03)</del>	<del>3820.00</del>	<del>21.95</del>
<del>(New Hire 7/1/03-6/30/04)</del>	<del>3591.00</del>	<del>20.64</del>
<del>(New Hire 7/1/04-6/30/05)</del>	<del>3379.00</del>	<del>19.42</del>
<del>Highway Maintainer (Seasonal)</del>	<del>3154.00</del>	<del>18.13</del>
<del>Highway Maintenance Lead Worker</del>	<del>4402.00</del>	<del>25.30</del>
<del>Highway Maintenance Lead Worker</del>	<del>4473.00</del>	<del>25.71</del>
<del>(Bridge Crew)</del>		
<del>Highway Maintenance Lead Worker</del>	<del>4453.00</del>	<del>25.59</del>
<del>(Lead Lead Worker)</del>		
<del>Highway Maintenance Lead Worker</del>	<del>4525.00</del>	<del>26.01</del>
<del>(Lead Lead Worker—Bridge Crew)</del>		
<del>Laborer (Maintenance)</del>	<del>4144.00</del>	<del>23.82</del>
<del>Maintenance Worker</del>	<del>4181.00</del>	<del>24.03</del>

C) ~~Departments of Human Services, Public Health, and Employment Security—Northeast Region (Cook)~~

	<u>July 1, 2004</u>		<u>January 1, 2005</u>	
	Mo.	Hr.	Mo.	Hr.
<del>Maintenance Equipment Operator</del>	<del>4155.00</del>	<del>23.88</del>	<del>4238.00</del>	<del>24.36</del>
<del>Maintenance Equipment Operator</del>	<del>4329.00</del>	<del>24.88</del>	<del>4416.00</del>	<del>25.38</del>
<del>(Dispatcher)</del>				
<del>Maintenance Worker</del>	<del>4008.00</del>	<del>23.03</del>	<del>4088.00</del>	<del>23.49</del>

D) ~~Departments of Central Management Services, Children and Family Services, Public Aid, and Human Services—Northeast Region (Cook)~~

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

	<u>July 1, 2004</u>		<u>January 1, 2005</u>	
	Mo.	Hr.	Mo.	Hr.
Grounds Supervisor	4041.00	23.22	4122.00	23.69
Grounds Supervisor (Chicago- Read)	4208.00	24.18	4292.00	24.67
Grounds Supervisor (Supervising Tractor Trailer Drivers)	4435.00	25.49	4524.00	26.00
Maintenance Equipment Operator	4155.00	23.88	4238.00	24.36
Maintenance Equipment Operator (Tractor Trailer—Dept. of Human Services)	4181.00	24.03	4265.00	24.51
Maintenance Worker	4008.00	23.03	4088.00	23.49
Maintenance Worker (Chicago- Read)	4155.00	23.88	4238.00	24.36
E) Department of Central Management Services				
	<u>July 1, 2004</u>		<u>January 1, 2005</u>	
	Mo.	Hr.	Mo.	Hr.
Building Service Worker	2428.96	13.96	2477.54	14.24
Elevator Operator	2491.59	14.32	2541.42	14.61
Elevator Operator Assistant Starter	2530.74	14.54	2581.35	14.84
Elevator Operator Starter	2550.32	14.66	2601.33	14.95
Maintenance Equipment Operator	4155.00	23.88	4238.00	24.36
Maintenance Worker	4008.00	23.03	4088.00	23.49

(Source: Amended at 30 Ill. Reg. 9438, effective May 15, 2006)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE E RC-020 (Teamsters Local #330)**

Title	<u>Full Scale Rates</u>						
	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>July 1, 2005</u>		<u>January 1, 2006</u>	
				<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>Bridge Mechanic</u>	<u>05310</u>	<u>RC-020</u>	<u>Q</u>	<u>4398.00</u>	<u>25.28</u>	<u>4563.00</u>	<u>26.22</u>
<u>Bridge Tender</u>	<u>05320</u>	<u>RC-020</u>	<u>B</u>	<u>4162.00</u>	<u>23.92</u>	<u>4287.00</u>	<u>24.64</u>
<u>Highway Maintainer</u>	<u>18639</u>	<u>RC-020</u>	<u>Q</u>	<u>4364.00</u>	<u>25.08</u>	<u>4528.00</u>	<u>26.02</u>
<u>Highway Maintainer (Bridge Crew)</u>	<u>18639</u>	<u>RC-020</u>	<u>Q</u>	<u>4435.78</u>	<u>25.49</u>	<u>4602.12</u>	<u>26.45</u>
<u>Highway Maintainer (Drill Rig)</u>	<u>18639</u>	<u>RC-020</u>	<u>Q</u>	<u>4466.00</u>	<u>25.67</u>	<u>4633.00</u>	<u>26.63</u>
<u>Highway Maintenance Lead Worker</u>	<u>18659</u>	<u>RC-020</u>	<u>Q</u>	<u>4497.00</u>	<u>25.84</u>	<u>4666.00</u>	<u>26.82</u>
<u>Highway Maintenance Lead Worker (Bridge Crew)</u>	<u>18659</u>	<u>RC-020</u>	<u>Q</u>	<u>4568.32</u>	<u>26.25</u>	<u>4739.63</u>	<u>27.24</u>
<u>Highway Maintenance Lead Worker (Lead Lead Worker)</u>	<u>18659</u>	<u>RC-020</u>	<u>Q</u>	<u>4548.00</u>	<u>26.14</u>	<u>4719.00</u>	<u>27.12</u>
<u>Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)</u>	<u>18659</u>	<u>RC-020</u>	<u>Q</u>	<u>4619.70</u>	<u>26.55</u>	<u>4792.94</u>	<u>27.55</u>
<u>Labor Maintenance Lead Worker</u>	<u>22809</u>	<u>RC-020</u>	<u>B</u>	<u>4296.00</u>	<u>24.69</u>	<u>4425.00</u>	<u>25.43</u>
<u>Laborer (Maintenance)</u>	<u>23080</u>	<u>RC-020</u>	<u>B</u>	<u>4239.00</u>	<u>24.36</u>	<u>4366.00</u>	<u>25.09</u>
<u>Maintenance Equipment Operator</u>	<u>25020</u>	<u>RC-020</u>	<u>B</u>	<u>4333.00</u>	<u>24.90</u>	<u>4463.00</u>	<u>25.65</u>
<u>Maintenance Equipment Operator</u>	<u>25020</u>	<u>RC-020</u>	<u>Q</u>	<u>4466.00</u>	<u>25.67</u>	<u>4633.00</u>	<u>26.63</u>
<u>Maintenance Worker (DOT, not Emergency Patrol)</u>	<u>25500</u>	<u>RC-020</u>	<u>B</u>	<u>4276.00</u>	<u>24.57</u>	<u>4404.00</u>	<u>25.31</u>
<u>Power Shovel Operator (Maintenance)</u>	<u>33360</u>	<u>RC-020</u>	<u>Q</u>	<u>4466.00</u>	<u>25.67</u>	<u>4633.00</u>	<u>26.63</u>

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

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<u>Power Shovel Operator (Maintenance) (Bridge Crew)</u>	<u>33360</u>	<u>RC-020</u>	<u>Q</u>	<u>4537.50</u>	<u>26.08</u>	<u>4707.66</u>	<u>27.06</u>
<u>Silk Screen Operator</u>	<u>41020</u>	<u>RC-020</u>	<u>B</u>	<u>4439.00</u>	<u>25.51</u>	<u>4572.00</u>	<u>26.28</u>

In Hire Rates

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
<u>Highway Maintainer</u>	<u>18639</u>	<u>RC-020</u>	<u>Q</u>

Highway Maintainer

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4126.00</u>	<u>23.71</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4126.00</u>	<u>23.71</u>			<u>4281.00</u>	<u>24.60</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>3915.00</u>	<u>22.50</u>	<u>4113.00</u>	<u>23.64</u>	<u>4267.00</u>	<u>24.52</u>		
<u>(1/1/03-6/30/03)</u>	<u>3915.00</u>	<u>22.50</u>			<u>4062.00</u>	<u>23.34</u>	<u>4267.00</u>	<u>24.52</u>
<u>(7/1/03-12/31/03)</u>	<u>3686.00</u>	<u>21.18</u>	<u>3892.00</u>	<u>22.37</u>	<u>4038.00</u>	<u>23.21</u>		
<u>(1/1/04-6/30/04)</u>	<u>3686.00</u>	<u>21.18</u>			<u>3824.00</u>	<u>21.98</u>	<u>4038.00</u>	<u>23.21</u>
<u>(7/1/04-12/31/04)</u>	<u>3474.00</u>	<u>19.97</u>	<u>3680.00</u>	<u>21.15</u>	<u>3818.00</u>	<u>21.94</u>		
<u>(1/1/05-6/30/05)</u>	<u>3474.00</u>	<u>19.97</u>			<u>3604.00</u>	<u>20.71</u>	<u>3818.00</u>	<u>21.94</u>
<u>(7/1/05-12/31/05)</u>	<u>3456.00</u>	<u>19.86</u>			<u>3586.00</u>	<u>20.61</u>		
<u>(1/1/06-6/30/06)</u>					<u>3586.00</u>	<u>20.61</u>		

Highway Maintainer (Bridge Crew)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4195.22</u>	<u>24.11</u>			<u>Full Scale</u>			

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

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<u>(1/1/02-6/30/02)</u>	<u>4195.22</u>	<u>24.11</u>			<u>4352.54</u>	<u>25.01</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>3979.03</u>	<u>22.87</u>	<u>4180.03</u>	<u>24.02</u>	<u>4336.78</u>	<u>24.92</u>		
<u>(1/1/03-6/30/03)</u>	<u>3979.03</u>	<u>22.87</u>			<u>4128.24</u>	<u>23.73</u>	<u>4336.78</u>	<u>24.92</u>
<u>(7/1/03-12/31/03)</u>	<u>3746.20</u>	<u>21.53</u>	<u>3955.20</u>	<u>22.73</u>	<u>4103.52</u>	<u>23.58</u>		
<u>(1/1/04-6/30/04)</u>	<u>3746.20</u>	<u>21.53</u>			<u>3886.68</u>	<u>22.34</u>	<u>4103.52</u>	<u>23.58</u>
<u>(7/1/04-12/31/04)</u>	<u>3531.45</u>	<u>20.30</u>	<u>3740.45</u>	<u>21.50</u>	<u>3880.72</u>	<u>22.30</u>		
<u>(1/1/05-6/30/05)</u>	<u>3531.45</u>	<u>20.30</u>			<u>3663.88</u>	<u>21.06</u>	<u>3880.72</u>	<u>22.30</u>
<u>(7/1/05-12/31/05)</u>	<u>3513.42</u>	<u>20.19</u>			<u>3645.17</u>	<u>20.95</u>		
<u>(1/1/06-6/30/06)</u>					<u>3645.17</u>	<u>20.95</u>		

Highway Maintainer (Drill Rig)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4222.00</u>	<u>24.26</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4222.00</u>	<u>24.26</u>			<u>4380.00</u>	<u>25.17</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>4006.00</u>	<u>23.02</u>	<u>4208.00</u>	<u>24.18</u>	<u>4366.00</u>	<u>25.09</u>		
<u>(1/1/03-6/30/03)</u>	<u>4006.00</u>	<u>23.02</u>			<u>4156.00</u>	<u>23.89</u>	<u>4366.00</u>	<u>25.09</u>
<u>(7/1/03-12/31/03)</u>	<u>3772.00</u>	<u>21.68</u>	<u>3983.00</u>	<u>22.89</u>	<u>4132.00</u>	<u>23.75</u>		
<u>(1/1/04-6/30/04)</u>	<u>3772.00</u>	<u>21.68</u>			<u>3913.00</u>	<u>22.49</u>	<u>4132.00</u>	<u>23.75</u>
<u>(7/1/04-12/31/04)</u>	<u>3556.00</u>	<u>20.44</u>	<u>3767.00</u>	<u>21.65</u>	<u>3908.00</u>	<u>22.46</u>		
<u>(1/1/05-6/30/05)</u>	<u>3556.00</u>	<u>20.44</u>			<u>3689.00</u>	<u>21.20</u>	<u>3908.00</u>	<u>22.46</u>
<u>(7/1/05-12/31/05)</u>	<u>3538.00</u>	<u>20.33</u>			<u>3671.00</u>	<u>21.10</u>		
<u>(1/1/06-6/30/06)</u>					<u>3671.00</u>	<u>21.10</u>		

A) ~~Departments of Children and Family Services, Employment Security, and Human Services (Counties of DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)~~

	<u>July 1, 2004</u>		<u>January 1, 2005</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>Maintenance Equipment Operator</u>	<u>4155.00</u>	<u>23.88</u>	<u>4238.00</u>	<u>24.36</u>

B) ~~Department of Transportation—Division of Highways (Counties of DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)~~

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

	Effective July 1, 2004		Effective on employee's anniversary date between July 1 and December 31, 2004	
	Mo.	Hr.	Mo.	Hr.
Bridge Mechanic	4188.00	24.07	4188.00	24.07
Bridge Tender	3987.00	22.91	3987.00	22.91
Highway Maintenance Lead Worker	4284.00	24.62	4284.00	24.62
Highway Maintenance Lead Worker (Bridge Crew)	4353.60	25.02	4353.60	25.02
Highway Maintenance Lead Worker (Lead Lead Worker)	4334.00	24.91	4334.00	24.91
Highway Maintainer	4155.00	23.88	4155.00	23.88
(New Hire 7/1/99-6/30/00)	3931.00	22.59	4155.00	23.88
(New Hire 7/1/00-6/30/01)	3931.00	22.59	4155.00	23.88
(New Hire 7/1/01-6/30/02)	3733.00	21.45	3923.00	22.55
(New Hire 7/1/02-6/30/03)	3520.00	20.23	3718.00	21.37
(New Hire 7/1/03-6/30/04)	3289.00	18.90	3495.00	20.09
(New Hire 7/1/04-6/30/05)	3289.00	18.90	3289.00	18.90
Highway Maintainer (Bridge Crew)	4224.60	24.28	4224.60	24.28
(New Hire 7/1/99-6/30/00)	3995.68	22.96	4224.60	24.28
(New Hire 7/1/00-6/30/01)	3995.68	22.96	4224.60	24.28
(New Hire 7/1/01-6/30/02)	3796.48	21.82	3990.48	22.93
(New Hire 7/1/02-6/30/03)	3579.08	20.57	3780.08	21.72
(New Hire 7/1/03-6/30/04)	3344.48	19.22	3554.48	20.43
(New Hire 7/1/04-6/30/05)	3344.48	19.22	3344.48	19.22
Highway Maintainer (Drill Rig)	4254.00	24.45	4254.00	24.45
(New Hire 7/1/99-6/30/00)	4025.00	23.13	4254.00	24.45
(New Hire 7/1/00-6/30/01)	4025.00	23.13	4254.00	24.45
(New Hire 7/1/01-6/30/02)	3822.00	21.97	4016.00	23.08
(New Hire 7/1/02-6/30/03)	3604.00	20.71	3805.00	21.87
(New Hire 7/1/03-6/30/04)	3368.00	19.36	3578.00	20.56
(New Hire 7/1/04-6/30/05)	3368.00	19.36	3368.00	19.36
Highway Maintainer (Seasonal)	3154.00	18.13	3154.00	18.13
Janitor I	3862.00	22.20	3862.00	22.20
Janitor II	3893.00	22.37	3893.00	22.37
Laborer Maintenance Lead Worker	4119.00	23.67	4119.00	23.67
Laborer (Maintenance)	4063.00	23.35	4063.00	23.35
Maintenance Worker	4099.00	23.56	4099.00	23.56

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Power Shovel Operator (Maintenance)	4254.00	24.45	4254.00	24.45
Power Shovel Operator (Maintenance) (Bridge Crew)	4323.60	24.85	4323.60	24.85
Security Guard I	3889.00	22.35	3889.00	22.35
Security Guard II	3937.00	22.63	3937.00	22.63
Silk Screen Operator	4259.00	24.48	4259.00	24.48

Effective January 1,  
2005 for employees  
with an anniversary  
date between July 1 and  
December 31

Effective January 1,  
2005 for employees  
with an anniversary  
date between January 1  
and June 30

	Mo.	Hr.	Mo.	Hr.
Bridge Mechanic	4303.00	24.73	4303.00	24.73
Bridge Tender	4067.00	23.37	4067.00	23.37
Highway Maintenance Lead Worker	4402.00	25.30	4402.00	25.30
Highway Maintenance Lead Worker (Bridge Crew)	4473.00	25.71	4473.00	25.71
Highway Maintenance Lead Worker (Lead Lead Worker)	4453.00	25.59	4453.00	25.59
Highway Maintainer	4269.00	24.53	4269.00	24.53
(New Hire 7/1/99-6/30/00)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/00-6/30/01)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/01-6/30/02)	4031.00	23.17	3836.00	22.05
(New Hire 7/1/02-6/30/03)	3820.00	21.95	3617.00	20.79
(New Hire 7/1/03-6/30/04)	3591.00	20.64	3379.00	19.42
(New Hire 7/1/04-6/30/05)	3379.00	19.42	3379.00	19.42
Highway Maintainer (Bridge Crew)	4340.78	24.95	4340.78	24.95
(New Hire 7/1/99-6/30/00)	4340.78	24.95	4340.78	24.95
(New Hire 7/1/00-6/30/01)	4340.78	24.95	4340.78	24.95
(New Hire 7/1/01-6/30/02)	4100.22	23.56	3900.88	22.42
(New Hire 7/1/02-6/30/03)	3884.03	22.32	3677.50	21.14
(New Hire 7/1/03-6/30/04)	3652.23	20.99	3436.45	19.75
(New Hire 7/1/04-6/30/05)	3436.45	19.75	3436.45	19.75
Highway Maintainer (Drill Rig)	4371.00	25.12	4371.00	25.12
(New Hire 7/1/99-6/30/00)	4371.00	25.12	4371.00	25.12
(New Hire 7/1/00-6/30/01)	4371.00	25.12	4371.00	25.12
(New Hire 7/1/01-6/30/02)	4126.00	23.71	3927.00	22.57
(New Hire 7/1/02-6/30/03)	3910.00	22.47	3703.00	21.28
(New Hire 7/1/03-6/30/04)	3677.00	21.13	3461.00	19.89

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

(New Hire 7/1/04-6/30/05)	3461.00	19.89	3461.00	19.89
Highway Maintainer (Seasonal)	3154.00	18.13	3154.00	18.13
Janitor I	3939.00	22.64	3939.00	22.64
Janitor II	3971.00	22.82	3971.00	22.82
Laborer Maintenance Lead Worker	4201.00	24.14	4201.00	24.14
Laborer (Maintenance)	4144.00	23.82	4144.00	23.82
Maintenance Worker	4181.00	24.03	4181.00	24.03
Power Shovel Operator (Maintenance)	4371.00	25.12	4371.00	25.12
Power Shovel Operator (Maintenance) (Bridge Crew)	4442.00	25.53	4442.00	25.53
Security Guard I	3967.00	22.80	3967.00	22.80
Security Guard II	4016.00	23.08	4016.00	23.08
Silk Screen Operator	4344.00	24.97	4344.00	24.97

Effective on employee's  
anniversary date between  
January 1 and June 30, 2005

	Mo.	Hr.
Bridge Mechanic	4303.00	24.73
Bridge Tender	4067.00	23.37
Highway Maintenance Lead Worker	4402.00	25.30
Highway Maintenance Lead Worker (Bridge Crew)	4473.00	25.71
Highway Maintenance Lead Worker (Lead Lead Worker)	4453.00	25.59
Highway Maintainer	4269.00	24.53
(New Hire 7/1/99-6/30/00)	4269.00	24.53
(New Hire 7/1/00-6/30/01)	4269.00	24.53
(New Hire 7/1/01-6/30/02)	4031.00	23.17
(New Hire 7/1/02-6/30/03)	3820.00	21.95
(New Hire 7/1/03-6/30/04)	3591.00	20.64
(New Hire 7/1/04-6/30/05)	3379.00	19.42
Highway Maintainer (Bridge Crew)	4340.78	24.95
(New Hire 7/1/99-6/30/00)	4340.78	24.95
(New Hire 7/1/00-6/30/01)	4340.78	24.95
(New Hire 7/1/01-6/30/02)	4100.22	23.56
(New Hire 7/1/02-6/30/03)	3884.03	22.32
(New Hire 7/1/03-6/30/04)	3652.23	20.99
(New Hire 7/1/04-6/30/05)	3436.45	19.75

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Highway Maintainer (Drill Rig)	4371.00	25.12
(New Hire 7/1/99-6/30/00)	4371.00	25.12
(New Hire 7/1/00-6/30/01)	4371.00	25.12
(New Hire 7/1/01-6/30/02)	4126.00	23.71
(New Hire 7/1/02-6/30/03)	3910.00	22.47
(New Hire 7/1/03-6/30/04)	3677.00	21.13
(New Hire 7/1/04-6/30/05)	3461.00	19.89
Highway Maintainer (Seasonal)	3154.00	18.13
Janitor I	3939.00	22.64
Janitor II	3971.00	22.82
Laborer Maintenance Lead Worker	4201.00	24.14
Laborer (Maintenance)	4144.00	23.82
Maintenance Worker	4181.00	24.03
Power Shovel Operator (Maintenance)	4371.00	25.12
Power Shovel Operator (Maintenance) (Bridge Crew)	4442.00	25.53
Security Guard I	3967.00	22.80
Security Guard II	4016.00	23.08
Silk Screen Operator	4344.00	24.97

C) Department of Central Management Services—Division of Vehicles (Counties of DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

	July 1, 2004		January 1, 2005	
	Mo.	Hr.	Mo.	Hr.
Janitor I	3862.00	22.20	3939.00	22.64
Janitor II	3893.00	22.37	3971.00	22.82
Maintenance Equipment Operator (all divisions)	4155.00	23.88	4238.00	24.36
Maintenance Worker	4099.00	23.56	4181.00	24.03
Security Guard I	3889.00	22.35	3967.00	22.80
Security Guard II	3937.00	22.63	4016.00	23.08

D) Department of Corrections (Counties of DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will) (Alternative Pension Formula)

	July 1, 2004		January 1, 2005	
	Mo.	Hr.	Mo.	Hr.
Maintenance Equipment Operator	4254.00	24.45	4339.00	24.94

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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

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(Source: Amended at 30 Ill. Reg. 9438, effective May 15, 2006)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE F RC-019 (Teamsters Local #25)**

<u>Title</u>	<u>Full Scale Rates</u>				<u>July 1, 2005</u>		<u>January 1, 2006</u>	
	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	
<u>Bridge Mechanic</u>	<u>05310</u>	<u>RC-019</u>	<u>Q</u>	<u>4398.00</u>	<u>25.28</u>	<u>4563.00</u>	<u>26.22</u>	
<u>Bridge Tender</u>	<u>05320</u>	<u>RC-019</u>	<u>B</u>	<u>4465.00</u>	<u>25.66</u>	<u>4599.00</u>	<u>26.43</u>	
<u>Deck Hand</u>	<u>11500</u>	<u>RC-019</u>	<u>B</u>	<u>4236.00</u>	<u>24.34</u>	<u>4363.00</u>	<u>25.07</u>	
<u>Ferry Operator I</u>	<u>14801</u>	<u>RC-019</u>	<u>B</u>	<u>4465.00</u>	<u>25.66</u>	<u>4599.00</u>	<u>26.43</u>	
<u>Ferry Operator II</u>	<u>14802</u>	<u>RC-019</u>	<u>B</u>	<u>4516.00</u>	<u>25.95</u>	<u>4651.00</u>	<u>26.73</u>	
<u>Highway Maintainer</u>	<u>18639</u>	<u>RC-019</u>	<u>Q</u>	<u>4364.00</u>	<u>25.08</u>	<u>4528.00</u>	<u>26.02</u>	
<u>Highway Maintainer (Bridge Crew)</u>	<u>18639</u>	<u>RC-019</u>	<u>Q</u>	<u>4435.78</u>	<u>25.49</u>	<u>4602.12</u>	<u>26.45</u>	
<u>Highway Maintainer (Drill Rig)</u>	<u>18639</u>	<u>RC-019</u>	<u>Q</u>	<u>4466.00</u>	<u>25.67</u>	<u>4633.00</u>	<u>26.63</u>	
<u>Highway Maintainer (Emergency Patrol)</u>	<u>18639</u>	<u>RC-019</u>	<u>Q</u>	<u>4467.00</u>	<u>25.67</u>	<u>4635.00</u>	<u>26.64</u>	
<u>Highway Maintenance Lead Worker</u>	<u>18659</u>	<u>RC-019</u>	<u>Q</u>	<u>4497.00</u>	<u>25.84</u>	<u>4666.00</u>	<u>26.82</u>	
<u>Highway Maintenance Lead Worker (Bridge Crew)</u>	<u>18659</u>	<u>RC-019</u>	<u>Q</u>	<u>4568.32</u>	<u>26.25</u>	<u>4739.63</u>	<u>27.24</u>	
<u>Highway Maintenance Lead Worker (Emergency Patrol)</u>	<u>18659</u>	<u>RC-019</u>	<u>Q</u>	<u>4600.00</u>	<u>26.44</u>	<u>4773.00</u>	<u>27.43</u>	
<u>Highway Maintenance Lead Worker (Lead Lead Worker)</u>	<u>18659</u>	<u>RC-019</u>	<u>Q</u>	<u>4548.00</u>	<u>26.14</u>	<u>4719.00</u>	<u>27.12</u>	
<u>Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)</u>	<u>18659</u>	<u>RC-019</u>	<u>Q</u>	<u>4619.70</u>	<u>26.55</u>	<u>4792.94</u>	<u>27.55</u>	
<u>Highway Maintenance Lead Worker (Lead Lead Worker) (Emergency Patrol)</u>	<u>18659</u>	<u>RC-019</u>	<u>Q</u>	<u>4625.00</u>	<u>26.58</u>	<u>4798.00</u>	<u>27.57</u>	
<u>Janitor I (Including Office of Administration)</u>	<u>21951</u>	<u>RC-019</u>	<u>B</u>	<u>4034.00</u>	<u>23.18</u>	<u>4155.00</u>	<u>23.88</u>	
<u>Janitor II (Including Office of Administration)</u>	<u>21952</u>	<u>RC-019</u>	<u>B</u>	<u>4066.00</u>	<u>23.37</u>	<u>4188.00</u>	<u>24.07</u>	
<u>Labor Maintenance Lead Worker</u>	<u>22809</u>	<u>RC-019</u>	<u>B</u>	<u>4296.00</u>	<u>24.69</u>	<u>4425.00</u>	<u>25.43</u>	

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>Laborer (Maintenance)</u>	<u>23080</u>	<u>RC-019</u>	<u>B</u>	<u>4239.00</u>	<u>24.36</u>	<u>4366.00</u>	<u>25.09</u>
<u>Maintenance Equipment Operator</u>	<u>25020</u>	<u>RC-019</u>	<u>B</u>	<u>4333.00</u>	<u>24.90</u>	<u>4463.00</u>	<u>25.65</u>
<u>Maintenance Equipment Operator</u>	<u>25020</u>	<u>RC-019</u>	<u>Q</u>	<u>4466.00</u>	<u>25.67</u>	<u>4633.00</u>	<u>26.63</u>
<u>Maintenance Equipment Operator</u>	<u>25020</u>	<u>RC-019</u>	<u>S</u>	<u>4517.00</u>	<u>25.96</u>	<u>4686.00</u>	<u>26.93</u>
<u>Maintenance Equipment Operator (DHS, forensic)</u>	<u>25020</u>	<u>RC-019</u>	<u>Q</u>	<u>4364.00</u>	<u>25.08</u>	<u>4528.00</u>	<u>26.02</u>
<u>Maintenance Worker (DOT, not Emergency Patrol)</u>	<u>25500</u>	<u>RC-019</u>	<u>B</u>	<u>4276.00</u>	<u>24.57</u>	<u>4404.00</u>	<u>25.31</u>
<u>Power Shovel Operator (Maintenance)</u>	<u>33360</u>	<u>RC-019</u>	<u>B</u>	<u>4434.00</u>	<u>25.48</u>	<u>4567.00</u>	<u>26.25</u>
<u>Power Shovel Operator (Maintenance)</u>	<u>33360</u>	<u>RC-019</u>	<u>Q</u>	<u>4466.00</u>	<u>25.67</u>	<u>4633.00</u>	<u>26.63</u>
<u>Power Shovel Operator (Maintenance) (Bridge Crew)</u>	<u>33360</u>	<u>RC-019</u>	<u>Q</u>	<u>4537.50</u>	<u>26.08</u>	<u>4707.66</u>	<u>27.06</u>
<u>Security Guard I</u>	<u>39851</u>	<u>RC-019</u>	<u>B</u>	<u>4062.00</u>	<u>23.34</u>	<u>4184.00</u>	<u>24.05</u>
<u>Security Guard II</u>	<u>39852</u>	<u>RC-019</u>	<u>B</u>	<u>4111.00</u>	<u>23.63</u>	<u>4234.00</u>	<u>24.33</u>
<u>Silk Screen Operator</u>	<u>41020</u>	<u>RC-019</u>	<u>B</u>	<u>4439.00</u>	<u>25.51</u>	<u>4572.00</u>	<u>26.28</u>

In Hire Rates

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
<u>Highway Maintainer</u>	<u>18639</u>	<u>RC-019</u>	<u>Q</u>

Highway Maintainer and Highway Maintainer (Tractor Mower)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4126.00</u>	<u>23.71</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4126.00</u>	<u>23.71</u>			<u>4281.00</u>	<u>24.60</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>3915.00</u>	<u>22.50</u>	<u>4113.00</u>	<u>23.64</u>	<u>4267.00</u>	<u>24.52</u>		

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<u>(1/1/03-6/30/03)</u>	<u>3915.00</u>	<u>22.50</u>			<u>4062.00</u>	<u>23.34</u>	<u>4267.00</u>	<u>24.52</u>
<u>(7/1/03-12/31/03)</u>	<u>3686.00</u>	<u>21.18</u>	<u>3892.00</u>	<u>22.37</u>	<u>4038.00</u>	<u>23.21</u>		
<u>(1/1/04-6/30/04)</u>	<u>3686.00</u>	<u>21.18</u>			<u>3824.00</u>	<u>21.98</u>	<u>4038.00</u>	<u>23.21</u>
<u>(7/1/04-12/31/04)</u>	<u>3474.00</u>	<u>19.97</u>	<u>3680.00</u>	<u>21.15</u>	<u>3818.00</u>	<u>21.94</u>		
<u>(1/1/05-6/30/05)</u>	<u>3474.00</u>	<u>19.97</u>			<u>3604.00</u>	<u>20.71</u>	<u>3818.00</u>	<u>21.94</u>
<u>(7/1/05-12/31/05)</u>	<u>3456.00</u>	<u>19.86</u>			<u>3586.00</u>	<u>20.61</u>		
<u>(1/1/06-6/30/06)</u>					<u>3586.00</u>	<u>20.61</u>		

Highway Maintainer (Bridge Crew)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4195.22</u>	<u>24.11</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4195.22</u>	<u>24.11</u>			<u>4352.54</u>	<u>25.01</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>3979.03</u>	<u>22.87</u>	<u>4180.03</u>	<u>24.02</u>	<u>4336.78</u>	<u>24.92</u>		
<u>(1/1/03-6/30/03)</u>	<u>3979.03</u>	<u>22.87</u>			<u>4128.24</u>	<u>23.73</u>	<u>4336.78</u>	<u>24.92</u>
<u>(7/1/03-12/31/03)</u>	<u>3746.20</u>	<u>21.53</u>	<u>3955.20</u>	<u>22.73</u>	<u>4103.52</u>	<u>23.58</u>		
<u>(1/1/04-6/30/04)</u>	<u>3746.20</u>	<u>21.53</u>			<u>3886.68</u>	<u>22.34</u>	<u>4103.52</u>	<u>23.58</u>
<u>(7/1/04-12/31/04)</u>	<u>3531.45</u>	<u>20.30</u>	<u>3740.45</u>	<u>21.50</u>	<u>3880.72</u>	<u>22.30</u>		
<u>(1/1/05-6/30/05)</u>	<u>3531.45</u>	<u>20.30</u>			<u>3663.88</u>	<u>21.06</u>	<u>3880.72</u>	<u>22.30</u>
<u>(7/1/05-12/31/05)</u>	<u>3513.42</u>	<u>20.19</u>			<u>3645.17</u>	<u>20.95</u>		
<u>(1/1/06-6/30/06)</u>					<u>3645.17</u>	<u>20.95</u>		

Highway Maintainer (Drill Rig)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4222.00</u>	<u>24.26</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4222.00</u>	<u>24.26</u>			<u>4380.00</u>	<u>25.17</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>4006.00</u>	<u>23.02</u>	<u>4208.00</u>	<u>24.18</u>	<u>4366.00</u>	<u>25.09</u>		
<u>(1/1/03-6/30/03)</u>	<u>4006.00</u>	<u>23.02</u>			<u>4156.00</u>	<u>23.89</u>	<u>4366.00</u>	<u>25.09</u>
<u>(7/1/03-12/31/03)</u>	<u>3772.00</u>	<u>21.68</u>	<u>3983.00</u>	<u>22.89</u>	<u>4132.00</u>	<u>23.75</u>		
<u>(1/1/04-6/30/04)</u>	<u>3772.00</u>	<u>21.68</u>			<u>3913.00</u>	<u>22.49</u>	<u>4132.00</u>	<u>23.75</u>
<u>(7/1/04-12/31/04)</u>	<u>3556.00</u>	<u>20.44</u>	<u>3767.00</u>	<u>21.65</u>	<u>3908.00</u>	<u>22.46</u>		

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

<u>(1/1/05-6/30/05)</u>	<u>3556.00</u>	<u>20.44</u>	<u>3689.00</u>	<u>21.20</u>	<u>3908.00</u>	<u>22.46</u>
<u>(7/1/05-12/31/05)</u>	<u>3538.00</u>	<u>20.33</u>	<u>3671.00</u>	<u>21.10</u>		
<u>(1/1/06-6/30/06)</u>			<u>3671.00</u>	<u>21.10</u>		

Highway Maintainer (Emergency Patrol)

<u>New Hire Between the Dates</u>	<u>July 1, 2005</u>		<u>On employee's "new hire" anniversary July-December 2005</u>		<u>January 1, 2006</u>		<u>On employee's "new hire" anniversary January-June 2006</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/01-12/31/01)</u>	<u>4223.00</u>	<u>24.27</u>			<u>Full Scale</u>			
<u>(1/1/02-6/30/02)</u>	<u>4223.00</u>	<u>24.27</u>			<u>4381.00</u>	<u>25.18</u>	<u>Full Scale</u>	
<u>(7/1/02-12/31/02)</u>	<u>4008.00</u>	<u>23.03</u>	<u>4211.00</u>	<u>24.20</u>	<u>4369.00</u>	<u>25.11</u>		
<u>(1/1/03-6/30/03)</u>	<u>4008.00</u>	<u>23.03</u>			<u>4158.00</u>	<u>23.90</u>	<u>4369.00</u>	<u>25.11</u>
<u>(7/1/03-12/31/03)</u>	<u>3773.00</u>	<u>21.68</u>	<u>3984.00</u>	<u>22.90</u>	<u>4133.00</u>	<u>23.75</u>		
<u>(1/1/04-6/30/04)</u>	<u>3773.00</u>	<u>21.68</u>			<u>3914.00</u>	<u>22.49</u>	<u>4133.00</u>	<u>23.75</u>
<u>(7/1/04-12/31/04)</u>	<u>3557.00</u>	<u>20.44</u>	<u>3768.00</u>	<u>21.66</u>	<u>3909.00</u>	<u>22.47</u>		
<u>(1/1/05-6/30/05)</u>	<u>3557.00</u>	<u>20.44</u>			<u>3690.00</u>	<u>21.21</u>	<u>3909.00</u>	<u>22.47</u>
<u>(7/1/05-12/31/05)</u>	<u>3538.00</u>	<u>20.33</u>			<u>3671.00</u>	<u>21.10</u>		
<u>(1/1/06-6/30/06)</u>					<u>3671.00</u>	<u>21.10</u>		

A) Department of Transportation—Division of Highways—Downstate (All Counties Other Than Cook, DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

	<u>Effective July 1, 2004</u>		<u>Effective on employee's anniversary date between July 1 and December 31, 2004</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>Bridge Mechanic</u>	<u>4188.00</u>	<u>24.07</u>	<u>4188.00</u>	<u>24.07</u>
<u>Bridge Tender</u>	<u>3987.00</u>	<u>22.91</u>	<u>3987.00</u>	<u>22.91</u>
<u>Deck Hand</u>	<u>4060.00</u>	<u>23.33</u>	<u>4060.00</u>	<u>23.33</u>
<u>Ferry Operator I</u>	<u>4284.00</u>	<u>24.62</u>	<u>4284.00</u>	<u>24.62</u>
<u>Ferry Operator II</u>	<u>4334.00</u>	<u>24.91</u>	<u>4334.00</u>	<u>24.91</u>
<u>Highway Maintenance Lead Worker</u>	<u>4284.00</u>	<u>24.62</u>	<u>4284.00</u>	<u>24.62</u>
<u>Highway Maintenance Lead Worker (Bridge Crew)</u>	<u>4353.00</u>	<u>25.02</u>	<u>4353.00</u>	<u>25.02</u>

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Highway Maintenance Lead Worker (Lead Lead Worker)	4334.00	24.91	4334.00	24.91
Highway Maintainer	4155.00	23.88	4155.00	23.88
(New Hire 7/1/99-6/30/00)	3931.00	22.59	4155.00	23.88
(New Hire 7/1/00-6/30/01)	3931.00	22.59	4155.00	23.88
(New Hire 7/1/01-6/30/02)	3733.00	21.45	3923.00	22.55
(New Hire 7/1/02-6/30/03)	3520.00	20.23	3718.00	21.37
(New Hire 7/1/03-6/30/04)	3289.00	18.90	3495.00	20.09
(New Hire 7/1/04-6/30/05)	3289.00	18.90	3289.00	18.90
Highway Maintainer (Bridge Crew)	4224.60	24.28	4224.60	24.28
(New Hire 7/1/99-6/30/00)	3995.68	22.96	4224.60	24.28
(New Hire 7/1/00-6/30/01)	3995.68	22.96	4224.60	24.28
(New Hire 7/1/01-6/30/02)	3796.48	21.82	3990.48	22.93
(New Hire 7/1/02-6/30/03)	3579.08	20.57	3780.08	21.72
(New Hire 7/1/03-6/30/04)	3344.48	19.22	3554.48	20.43
(New Hire 7/1/04-6/30/05)	3344.48	19.22	3344.48	19.22
Highway Maintainer (Drill Rig)	4254.00	24.45	4254.00	24.45
(New Hire 7/1/99-6/30/00)	4025.00	23.13	4254.00	24.45
(New Hire 7/1/00-6/30/01)	4025.00	23.13	4254.00	24.45
(New Hire 7/1/01-6/30/02)	3822.00	21.97	4016.00	23.08
(New Hire 7/1/02-6/30/03)	3604.00	20.71	3805.00	21.87
(New Hire 7/1/03-6/30/04)	3368.00	19.36	3578.00	20.56
(New Hire 7/1/04-6/30/05)	3368.00	19.36	3368.00	19.36
Highway Maintainer (Seasonal)	3154.00	18.13	3154.00	18.13
Janitor I (including Office of Administration)	3862.00	22.20	3862.00	22.20
Janitor II (including Office of Administration)	3893.00	22.37	3893.00	22.37
Laborer (Maintenance)	4063.00	23.35	4063.00	23.35
Laborer Maintenance Lead Worker	4119.00	23.67	4119.00	23.67
Maintenance Worker (including Office of Administration)	4099.00	23.56	4099.00	23.56
Power Shovel Operator (Maintenance)	4254.00	24.45	4254.00	24.45
Power Shovel Operator (Maintenance) (Bridge Crew)	4323.60	24.85	4323.60	24.85
Security Guard I (including Office of Administration)	3889.00	22.35	3889.00	22.35
Security Guard II (including Office of Administration)	3937.00	22.63	3937.00	22.63
Silk Screen Operator	4259.00	24.48	4259.00	24.48

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

	Effective January 1, 2005 for employees with an anniversary date between July 1 and December 31		Effective January 1, 2005 for employees with an anniversary date between January 1 and June 30	
	Mo.	Hr.	Mo.	Hr.
Bridge Mechanic	4303.00	24.73	4303.00	24.73
Bridge Tender	4067.00	23.37	4067.00	23.37
Deck Hand	4141.00	23.80	4141.00	23.80
Ferry Operator I	4370.00	25.11	4370.00	25.11
Ferry Operator II	4421.00	25.41	4421.00	25.41
Highway Maintenance Lead Worker	4402.00	25.30	4402.00	25.30
Highway Maintenance Lead Worker (Bridge Crew)	4473.00	25.71	4473.00	25.71
Highway Maintenance Lead Worker (Lead Lead Worker)	4453.00	25.59	4453.00	25.59
Highway Maintainer	4269.00	24.53	4269.00	24.53
(New Hire 7/1/99-6/30/00)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/00-6/30/01)	4269.00	24.53	4269.00	24.53
(New Hire 7/1/01-6/30/02)	4031.00	23.17	3836.00	22.05
(New Hire 7/1/02-6/30/03)	3820.00	21.95	3617.00	20.79
(New Hire 7/1/03-6/30/04)	3591.00	20.64	3379.00	19.42
(New Hire 7/1/04-6/30/05)	3379.00	19.42	3379.00	19.42
Highway Maintainer (Bridge Crew)	4340.78	24.95	4340.78	24.95
(New Hire 7/1/99-6/30/00)	4340.78	24.95	4340.78	24.95
(New Hire 7/1/00-6/30/01)	4340.78	24.95	4340.78	24.95
(New Hire 7/1/01-6/30/02)	4100.22	23.56	3900.88	22.42
(New Hire 7/1/02-6/30/03)	3884.03	22.32	3677.50	21.14
(New Hire 7/1/03-6/30/04)	3652.23	20.99	3436.45	19.75
(New Hire 7/1/04-6/30/05)	3436.45	19.75	3436.45	19.75
Highway Maintainer (Drill Rig)	4371.00	25.12	4371.00	25.12
(New Hire 7/1/99-6/30/00)	4371.00	25.12	4371.00	25.12
(New Hire 7/1/00-6/30/01)	4371.00	25.12	4371.00	25.12
(New Hire 7/1/01-6/30/02)	4126.00	23.71	3927.00	22.57
(New Hire 7/1/02-6/30/03)	3910.00	22.47	3703.00	21.28
(New Hire 7/1/03-6/30/04)	3677.00	21.13	3461.00	19.89
(New Hire 7/1/04-6/30/05)	3461.00	19.89	3461.00	19.89
Highway Maintainer (Seasonal)	3154.00	18.13	3154.00	18.13
Janitor I (including Office of	3939.00	22.64	3939.00	22.64

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Administration)				
Janitor II (including Office of Administration)	3971.00	22.82	3971.00	22.82
Laborer (Maintenance)	4144.00	23.82	4144.00	23.82
Laborer Maintenance Lead Worker	4201.00	24.14	4201.00	24.14
Maintenance Worker (including Office of Administration)	4181.00	24.03	4181.00	24.03
Power Shovel Operator (Maintenance)	4371.00	25.12	4371.00	25.12
Power Shovel Operator (Maintenance) (Bridge Crew)	4442.00	25.53	4442.00	25.53
Security Guard I (including Office of Administration)	3967.00	22.80	3967.00	22.80
Security Guard II (including Office of Administration)	4016.00	23.08	4016.00	23.08
Silk Screen Operator	4344.00	24.97	4344.00	24.97

Effective on employee's anniversary date between  
January 1 and June 30, 2005

	Mo.	Hr.
Bridge Mechanic	4303.00	24.73
Bridge Tender	4067.00	23.37
Deck Hand	4141.00	23.80
Ferry Operator I	4370.00	25.11
Ferry Operator II	4421.00	25.41
Highway Maintenance Lead Worker	4402.00	25.30
Highway Maintenance Lead Worker (Bridge Crew)	4473.00	25.71
Highway Maintenance Lead Worker (Lead Lead Worker)	4453.00	25.59
Highway Maintainer	4269.00	24.53
(New Hire 7/1/99-6/30/00)	4269.00	24.53
(New Hire 7/1/00-6/30/01)	4269.00	24.53
(New Hire 7/1/01-6/30/02)	4031.00	23.17
(New Hire 7/1/02-6/30/03)	3820.00	21.95
(New Hire 7/1/03-6/30/04)	3591.00	20.64
(New Hire 7/1/04-6/30/05)	3379.00	19.42
Highway Maintainer (Bridge Crew)	4340.78	24.95
(New Hire 7/1/99-6/30/00)	4340.78	24.95
(New Hire 7/1/00-6/30/01)	4340.78	24.95

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<del>(New Hire 7/1/01-6/30/02)</del>	<del>4100.22</del>	<del>23.56</del>
<del>(New Hire 7/1/02-6/30/03)</del>	<del>3884.03</del>	<del>22.32</del>
<del>(New Hire 7/1/03-6/30/04)</del>	<del>3652.23</del>	<del>20.99</del>
<del>(New Hire 7/1/04-6/30/05)</del>	<del>3436.45</del>	<del>19.75</del>
Highway Maintainer (Drill Rig)	4371.00	25.12
<del>(New Hire 7/1/99-6/30/00)</del>	<del>4371.00</del>	<del>25.12</del>
<del>(New Hire 7/1/00-6/30/01)</del>	<del>4371.00</del>	<del>25.12</del>
<del>(New Hire 7/1/01-6/30/02)</del>	<del>4126.00</del>	<del>23.71</del>
<del>(New Hire 7/1/02-6/30/03)</del>	<del>3910.00</del>	<del>22.47</del>
<del>(New Hire 7/1/03-6/30/04)</del>	<del>3677.00</del>	<del>21.13</del>
<del>(New Hire 7/1/04-6/30/05)</del>	<del>3461.00</del>	<del>19.89</del>
Highway Maintainer (Seasonal)	3154.00	18.13
Janitor I (including Office of Administration)	3939.00	22.64
Janitor II (including Office of Administration)	3971.00	22.82
Laborer (Maintenance)	4144.00	23.82
Laborer Maintenance Lead Worker	4201.00	24.14
Maintenance Worker (including Office of Administration)	4181.00	24.03
Power Shovel Operator (Maintenance)	4371.00	25.12
Power Shovel Operator (Maintenance) (Bridge Crew)	4442.00	25.53
Security Guard I (including Office of Administration)	3967.00	22.80
Security Guard II (including Office of Administration)	4016.00	23.08
Silk Screen Operator	4344.00	24.97

B) Department of Central Management Services—Division of Vehicles—Downstate (All Counties Other Than Cook, DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

	July 1, 2004		January 1, 2005	
	Mo.	Hr.	Mo.	Hr.
Janitor I	3862.00	22.20	3939.00	22.64
Janitor II	3893.00	22.37	3971.00	22.82
Maintenance Equipment Operator (all divisions)	4155.00	23.88	4238.00	24.36
Maintenance Worker	4099.00	23.56	4181.00	24.03
Security Guard I	3889.00	22.35	3967.00	22.80

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

	Security Guard II	3937.00	22.63	4016.00	23.08
C)	Department of Human Services—Lincoln Developmental Center				
		<u>July 1, 2004</u>		<u>January 1, 2005</u>	
		Mo.	Hr.	Mo.	Hr.
	Laborer (Maintenance)	4063.00	23.35	4144.00	23.82
D)	Departments of Children and Family Services, Employment Security, Human Services, Public Aid, State Police, Veterans' Affairs—Downstate (All Counties Other Than Cook, DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)				
		<u>July 1, 2004</u>		<u>January 1, 2005</u>	
		Mo.	Hr.	Mo.	Hr.
	Maintenance Equipment Operator	4155.00	23.88	4238.00	24.36
E)	Department of Corrections (All Counties Other Than Cook, DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)				
		<u>July 1, 2004</u>		<u>January 1, 2005</u>	
		Mo.	Hr.	Mo.	Hr.
	Maintenance Equipment Operator	4254.00	24.45	4339.00	24.94
F)	Department of Transportation—Division of Highways—Emergency Patrol—District #8				
		<u>Effective July 1, 2004</u>		<u>Effective on employee's anniversary date between July 1 and December 31, 2004</u>	
		Mo.	Hr.	Mo.	Hr.
	Highway Maintainer	4255.00	24.45	4255.00	24.45
	(New Hire 7/1/99-6/30/00)	4026.00	23.14	4255.00	24.45
	(New Hire 7/1/00-6/30/01)	4026.00	23.14	4255.00	24.45
	(New Hire 7/1/01-6/30/02)	3823.00	21.97	4018.00	23.09
	(New Hire 7/1/02-6/30/03)	3605.00	20.72	3808.00	21.89
	(New Hire 7/1/03-6/30/04)	3369.00	19.36	3580.00	20.57
	(New Hire 7/1/04-6/30/05)	3369.00	19.36	3369.00	19.36
	Highway Maintenance Lead Worker	4384.00	25.20	4384.00	25.20
	Highway Maintenance Lead Worker (Lead Lead Worker)	4409.00	25.34	4409.00	25.34

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

	<u>Effective January 1, 2005 for employees with an anniversary date between July 1 and December 31</u>		<u>Effective January 1, 2005 for employees with an anniversary date between January 1 and June 30</u>	
	Mo.	Hr.	Mo.	Hr.
Highway Maintainer	4372.00	25.13	4372.00	25.13
(New Hire 7/1/99-6/30/00)	4372.00	25.13	4372.00	25.13
(New Hire 7/1/00-6/30/01)	4372.00	25.13	4372.00	25.13
(New Hire 7/1/01-6/30/02)	4128.00	23.72	3928.00	22.57
(New Hire 7/1/02-6/30/03)	3913.00	22.49	3704.00	21.29
(New Hire 7/1/03-6/30/04)	3678.00	21.14	3462.00	19.90
(New Hire 7/1/04-6/30/05)	3462.00	19.90	3462.00	19.90
Highway Maintenance Lead Worker	4505.00	25.89	4505.00	25.89
Highway Maintenance Lead Worker (Lead Lead Worker)	4530.00	26.03	4530.00	26.03
	<u>Effective on employee's anniversary date between January 1 and June 30, 2005</u>			
	Mo.	Hr.		
Highway Maintainer	4372.00	25.13		
(New Hire 7/1/99-6/30/00)	4372.00	25.13		
(New Hire 7/1/00-6/30/01)	4372.00	25.13		
(New Hire 7/1/01-6/30/02)	4128.00	23.72		
(New Hire 7/1/02-6/30/03)	3913.00	22.49		
(New Hire 7/1/03-6/30/04)	3678.00	21.14		
(New Hire 7/1/04-6/30/05)	3462.00	19.90		
Highway Maintenance Lead Worker	4505.00	25.89		
Highway Maintenance Lead Worker (Lead Lead Worker)	4530.00	26.03		
G) Department of Natural Resources				
	<u>July 1, 2004</u>		<u>January 1, 2005</u>	
	Mo.	Hr.	Mo.	Hr.
Power Shovel Operator (Maintenance)	4254.00	24.45	4339.00	24.94

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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

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(Source: Amended at 30 Ill. Reg. 9438, effective May 15, 2006)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE W RC-062 (Technical Employees, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Accountant	00130	RC-062	14
Accountant Advanced	00133	RC-062	16
Accounting and Fiscal Administration Career Trainee	00140	RC-062	12
Activity Therapist	00157	RC-062	15
Activity Therapist Coordinator	00160	RC-062	17
Actuarial Assistant	00187	RC-062	16
Actuarial Examiner	00195	RC-062	16
Actuarial Examiner Trainee	00196	RC-062	13
Actuarial Senior Examiner	00197	RC-062	19
Actuary I	00201	RC-062	20
Actuary II	00202	RC-062	24
Agricultural Market News Assistant	00804	RC-062	12
Agricultural Marketing Generalist	00805	RC-062	14
Agricultural Marketing Reporter	00807	RC-062	18
Agricultural Marketing Representative	00810	RC-062	18
Agriculture Land and Water Resource Specialist I	00831	RC-062	14
Agriculture Land and Water Resource Specialist II	00832	RC-062	17
Agriculture Land and Water Resource Specialist III	00833	RC-062	20
Aircraft Pilot I	00955	RC-062	19
Aircraft Pilot II	00956	RC-062	22
Aircraft Pilot II – Dual Rating	00957	RC-062	23
Appraisal Specialist I	01251	RC-062	14
Appraisal Specialist II	01252	RC-062	16
Appraisal Specialist III	01253	RC-062	18
Arts Council Associate	01523	RC-062	12
Arts Council Program Coordinator	01526	RC-062	18
Arts Council Program Representative	01527	RC-062	15
Assignment Coordinator	01530	RC-062	20
Bank Examiner I	04131	RC-062	16
Bank Examiner II	04132	RC-062	19
Bank Examiner III	04133	RC-062	22
Behavioral Analyst Associate	04355	RC-062	15
Behavioral Analyst I	04351	RC-062	17
Behavioral Analyst II	04352	RC-062	19

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Business Administrative Specialist	05810	RC-062	16
Buyer	05900	RC-062	18
Capital Development Board Account Technician	06515	RC-062	11
Capital Development Board Art in Architecture Technician	06533	RC-062	12
Capital Development Board Construction Support Analyst	06520	RC-062	11
Capital Development Board Project Technician	06530	RC-062	12
Chemist I	06941	RC-062	16
Chemist II	06942	RC-062	19
Chemist III	06943	RC-062	21
Child Protection Advanced Specialist	07161	RC-062	19
Child Protection Associate Specialist	07162	RC-062	16
Child Protection Specialist	07163	RC-062	18
Child Welfare Associate Specialist	07216	RC-062	16
Child Welfare Staff Development Coordinator I	07201	RC-062	17
Child Welfare Staff Development Coordinator II	07202	RC-062	19
Child Welfare Staff Development Coordinator III	07203	RC-062	20
Child Welfare Staff Development Coordinator IV	07204	RC-062	22
Children and Family Service Intern – Option 1	07241	RC-062	12
Children and Family Service Intern – Option 2	07242	RC-062	15
Clinical Laboratory Technologist I	08220	RC-062	18
Clinical Laboratory Technologist II	08221	RC-062	19
Clinical Laboratory Technologist Trainee	08229	RC-062	14
Communications Systems Specialist	08860	RC-062	23
Community Management Specialist I	08891	RC-062	15
Community Management Specialist II	08892	RC-062	17
Community Management Specialist III	08893	RC-062	19
Community Planner I	08901	RC-062	15
Community Planner II	08902	RC-062	17
Community Planner III	08903	RC-062	19
Conservation Education Representative	09300	RC-062	12
Conservation Grant Administrator I	09311	RC-062	18
Conservation Grant Administrator II	09312	RC-062	20
Conservation Grant Administrator III	09313	RC-062	22
Construction Program Assistant	09525	RC-062	12
Correctional Counselor I	09661	RC-062	15
Correctional Counselor II	09662	RC-062	17
Correctional Counselor III	09663	RC-062	19
Corrections Academy Trainer	09732	RC-062	17
Corrections Apprehension Specialist	09750	RC-062	19

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Corrections Industries Marketing Representative	09803	RC-062	17
Corrections Leisure Activities Specialist I	09811	RC-062	15
Corrections Leisure Activities Specialist II	09812	RC-062	17
Corrections Leisure Activities Specialist III	09813	RC-062	19
Corrections Parole Agent	09842	RC-062	17
Corrections Senior Parole Agent	09844	RC-062	19
Criminal Intelligence Analyst I	10161	RC-062	18
Criminal Intelligence Analyst II	10162	RC-062	20
Criminal Intelligence Analyst Specialist	10165	RC-062	22
Criminal Justice Specialist I	10231	RC-062	16
Criminal Justice Specialist II	10232	RC-062	20
Criminal Justice Specialist Trainee	10236	RC-062	13
Curator of the Lincoln Collection	10750	RC-062	16
Day Care Licensing Representative I	11471	RC-062	16
Developmental Disabilities Council Program Planner I	12361	RC-062	12
Developmental Disabilities Council Program Planner II	12362	RC-062	16
Developmental Disabilities Council Program Planner III	12363	RC-062	18
Dietitian	12510	RC-062	15
Disability Appeals Officer	12530	RC-062	22
Disability Claims Adjudicator I	12537	RC-062	16
Disability Claims Adjudicator II	12538	RC-062	18
Disability Claims Adjudicator Trainee	12539	RC-062	13
Disability Claims Analyst	12540	RC-062	20
Disability Claims Specialist	12558	RC-062	19
Disaster Services Planner	12585	RC-062	19
Document Examiner	12640	RC-062	22
Educator – Provisional	13105	RC-062	12
Employment Security Manpower Representative I	13621	RC-062	12
Employment Security Manpower Representative II	13622	RC-062	14
Employment Security Program Representative	13650	RC-062	14
Employment Security Program Representative – Intermittent	13651	RC-062	14H
Employment Security Service Representative	13667	RC-062	16
Employment Security Specialist I	13671	RC-062	14
Employment Security Specialist II	13672	RC-062	16
Employment Security Specialist III	13673	RC-062	19
Employment Security Tax Auditor I	13681	RC-062	17
Employment Security Tax Auditor II	13682	RC-062	19
Energy and Natural Resources Specialist I	13711	RC-062	15
Energy and Natural Resources Specialist II	13712	RC-062	17

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Energy and Natural Resources Specialist III	13713	RC-062	19
Energy and Natural Resources Specialist Trainee	13715	RC-062	12
Environmental Health Specialist I	13768	RC-062	14
Environmental Health Specialist II	13769	RC-062	16
Environmental Health Specialist III	13770	RC-062	18
Environmental Protection Associate	13785	RC-062	12
Environmental Protection Specialist I	13821	RC-062	14
Environmental Protection Specialist II	13822	RC-062	16
Environmental Protection Specialist III	13823	RC-062	18
Environmental Protection Specialist IV	13824	RC-062	22
Equal Pay Specialist	13837	RC-062	17
Financial Institutions Examiner I	14971	RC-062	16
Financial Institutions Examiner II	14972	RC-062	19
Financial Institutions Examiner III	14973	RC-062	22
Financial Institutions Examiner Trainee	14978	RC-062	13
Flight Safety Coordinator	15640	RC-062	22
Forensic Scientist I	15891	RC-062	18
Forensic Scientist II	15892	RC-062	20
Forensic Scientist III	15893	RC-062	22
Forensic Scientist Trainee	15897	RC-062	15
Guardianship Representative	17710	RC-062	17
Habilitation Program Coordinator	17960	RC-062	17
Handicapped Services Representative I	17981	RC-062	11
Health Facilities Surveyor I	18011	RC-062	16
Health Facilities Surveyor II	18012	RC-062	19
Health Facilities Surveyor III	18013	RC-062	20
Health Services Investigator I – Opt. A	18181	RC-062	19
Health Services Investigator I – Opt. B	18182	RC-062	20
Health Services Investigator II – Opt. A	18185	RC-062	22
Health Services Investigator II – Opt. B	18186	RC-062	22
Health Services Investigator II – Opt. C	18187	RC-062	25
Health Services Investigator II – Opt. D	18188	RC-062	25
Historical Documents Conservator I	18981	RC-062	13
Historical Exhibits Designer	18985	RC-062	15
Historical Research Editor II	19002	RC-062	14
Human Relations Representative	19670	RC-062	16
Human Rights Investigator I	19774	RC-062	15
Human Rights Investigator II	19775	RC-062	17
Human Rights Investigator III	19776	RC-062	18
Human Rights Specialist I	19778	RC-062	14

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Human Rights Specialist II	19779	RC-062	16
Human Rights Specialist III	19780	RC-062	18
Human Services Caseworker	19785	RC-062	16
Human Services Grants Coordinator I	19791	RC-062	14
Human Services Grants Coordinator II	19792	RC-062	17
Human Services Grants Coordinator III	19793	RC-062	20
Human Services Grants Coordinator Trainee	19796	RC-062	12
Human Services Sign Language Interpreter	19810	RC-062	16
Iconographer	19880	RC-062	12
Industrial Services Consultant I	21121	RC-062	14
Industrial Services Consultant II	21122	RC-062	16
Industrial Services Consultant Trainee	21125	RC-062	11
Industrial Services Hygienist	21127	RC-062	19
Industrial Services Hygienist Technician	21130	RC-062	16
Industrial Services Hygienist Trainee	21133	RC-062	12
Information Technology/Communication Systems Specialist I	21216	RC-062	19
Information Technology/Communication Systems Specialist II	21217	RC-062	24
Instrument Designer	21500	RC-062	18
Insurance Analyst III	21563	RC-062	14
Insurance Analyst IV	21564	RC-062	16
Insurance Company Claims Examiner II	21602	RC-062	19
Insurance Company Field Staff Examiner	21608	RC-062	16
Insurance Company Financial Examiner Trainee	21610	RC-062	13
Insurance Performance Examiner I	21671	RC-062	14
Insurance Performance Examiner II	21672	RC-062	<u>1746</u>
Insurance Performance Examiner III	21673	RC-062	20
Intermittent Unemployment Insurance Representative	21689	RC-062	12H
Internal Auditor I	21721	RC-062	17
Labor Conciliator	22750	RC-062	20
Laboratory Equipment Specialist	22990	RC-062	18
Laboratory Quality Specialist I	23021	RC-062	19
Laboratory Quality Specialist II	23022	RC-062	21
Laboratory Research Specialist I	23027	RC-062	19
Laboratory Research Specialist II	23028	RC-062	21
Land Acquisition Agent I	23091	RC-062	15
Land Acquisition Agent II	23092	RC-062	18
Land Acquisition Agent III	23093	RC-062	21
Land Reclamation Specialist I	23131	RC-062	14

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Land Reclamation Specialist II	23132	RC-062	17
Liability Claims Adjuster I	23371	RC-062	14
Library Associate	23430	RC-062	12
Life Sciences Career Trainee	23600	RC-062	12
Liquor Control Special Agent II	23752	RC-062	15
Local Historical Services Representative	24000	RC-062	17
Local Housing Advisor I	24031	RC-062	14
Local Housing Advisor II	24032	RC-062	16
Local Housing Advisor III	24033	RC-062	18
Local Revenue and Fiscal Advisor I	24101	RC-062	15
Local Revenue and Fiscal Advisor II	24102	RC-062	17
Local Revenue and Fiscal Advisor III	24103	RC-062	19
Lottery Sales Representative	24515	RC-062	16
Management Operations Analyst I	25541	RC-062	18
Management Operations Analyst II	25542	RC-062	20
Manpower Planner I	25591	RC-062	14
Manpower Planner II	25592	RC-062	17
Manpower Planner III	25593	RC-062	20
Manpower Planner Trainee	25597	RC-062	12
Medical Assistance Consultant I	26501	RC-062	13
Medical Assistance Consultant II	26502	RC-062	16
Medical Assistance Consultant III	26503	RC-062	19
Mental Health Specialist I	26924	RC-062	12
Mental Health Specialist II	26925	RC-062	14
Mental Health Specialist III	26926	RC-062	16
Mental Health Specialist Trainee	26928	RC-062	11
Meteorologist	27120	RC-062	18
Methods and Procedures Advisor I	27131	RC-062	14
Methods and Procedures Advisor II	27132	RC-062	16
Methods and Procedures Career Associate I	27135	RC-062	11
Methods and Procedures Career Associate II	27136	RC-062	12
Methods and Procedures Career Associate Trainee	27137	RC-062	09
Metrologist Associate	27146	RC-062	15
Microbiologist I	27151	RC-062	16
Microbiologist II	27152	RC-062	19
Natural Resources Advanced Specialist	28833	RC-062	20
Natural Resources Coordinator	28831	RC-062	15
Natural Resources Specialist	28832	RC-062	18
Oral Health Consultant	30317	RC-062	18
Paralegal Assistant	30860	RC-062	14

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Police Training Specialist	32990	RC-062	17
Program Integrity Auditor I	34631	RC-062	16
Program Integrity Auditor II	34632	RC-062	19
Program Integrity Auditor Trainee	34635	RC-062	12
Property Consultant	34900	RC-062	15
Property Tax Analyst I	34921	RC-062	12
Property Tax Analyst II	34922	RC-062	14
Public Aid Appeals Advisor	35750	RC-062	18
Public Aid Family Support Specialist I	35841	RC-062	17
Public Aid Investigator	35870	RC-062	19
Public Aid Investigator Trainee	35874	RC-062	14
Public Aid Lead Casework Specialist	35880	RC-062	17
Public Aid Program Quality Analyst	35890	RC-062	19
Public Aid Quality Control Reviewer	35892	RC-062	17
Public Aid Staff Development Specialist I	36071	RC-062	15
Public Aid Staff Development Specialist II	36072	RC-062	17
Public Health Educator Associate	36434	RC-062	14
Public Health Program Specialist I	36611	RC-062	14
Public Health Program Specialist II	36612	RC-062	16
Public Health Program Specialist III	36613	RC-062	19
Public Health Program Specialist Trainee	36615	RC-062	12
Public Information Officer I	37001	RC-062	12
Public Information Officer II	37002	RC-062	14
Public Information Officer III	37003	RC-062	19
Public Information Officer IV	37004	RC-062	21
Public Safety Inspector	37007	RC-062	16
Public Safety Inspector Trainee	37010	RC-062	10
Railroad Safety Specialist I	37601	RC-062	19
Railroad Safety Specialist II	37602	RC-062	21
Railroad Safety Specialist III	37603	RC-062	23
Railroad Safety Specialist IV	37604	RC-062	25
Real Estate Investigator	37730	RC-062	19
Real Estate Professions Examiner	37760	RC-062	22
Recreation Worker I	38001	RC-062	12
Recreation Worker II	38002	RC-062	14
Rehabilitation Counselor	38145	RC-062	17
Rehabilitation Counselor Senior	38158	RC-062	19
Rehabilitation Counselor Trainee	38159	RC-062	15
Rehabilitation Services Advisor I	38176	RC-062	20
Rehabilitation Workshop Supervisor I	38194	RC-062	12

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Rehabilitation Workshop Supervisor II	38195	RC-062	14
Reimbursement Officer I	38199	RC-062	14
Reimbursement Officer II	38200	RC-062	16
Research Economist I	38207	RC-062	18
Research Scientist I	38231	RC-062	13
Research Scientist II	38232	RC-062	16
Research Scientist III	38233	RC-062	20
Resource Planner I	38281	RC-062	17
Resource Planner II	38282	RC-062	19
Resource Planner III	38283	RC-062	22
Revenue Auditor I (IL)	38371	RC-062	16
Revenue Auditor I (states other than IL, CA or NJ)	38371	RC-062	19
Revenue Auditor I (CA or NJ)	38371	RC-062	21
Revenue Auditor II (IL)	38372	RC-062	19
Revenue Auditor II (states other than IL, CA or NJ)	38372	RC-062	22
Revenue Auditor II (CA or NJ)	38372	RC-062	24
Revenue Auditor III (IL)	38373	RC-062	22
Revenue Auditor III (states other than IL, CA or NJ)	38373	RC-062	24
Revenue Auditor III (CA or NJ)	38373	RC-062	26
Revenue Auditor Trainee (IL)	38375	RC-062	12
Revenue Auditor Trainee (states other than IL, CA or NJ)	38375	RC-062	13
Revenue Auditor Trainee (CA or NJ)	38375	RC-062	15
Revenue Collection Officer I	38401	RC-062	15
Revenue Collection Officer II	38402	RC-062	17
Revenue Collection Officer III	38403	RC-062	19
Revenue Collection Officer Trainee	38405	RC-062	12
Revenue Computer Audit Specialist (IL)	38425	RC-062	23
Revenue Computer Audit Specialist (states other than IL, CA or NJ)	38425	RC-062	25
Revenue Computer Audit Specialist (CA or NJ)	38425	RC-062	27
Revenue Senior Special Agent	38557	RC-062	23
Revenue Special Agent	38558	RC-062	19
Revenue Special Agent Trainee	38565	RC-062	14
Revenue Tax Specialist I	38571	RC-062	12
Revenue Tax Specialist II	38572	RC-062	14
Revenue Tax Specialist III	38573	RC-062	17
Revenue Tax Specialist Trainee	38575	RC-062	10
Site Assistant Superintendent I	41071	RC-062	15
Site Assistant Superintendent II	41072	RC-062	17
Site Interpretive Coordinator	41093	RC-062	13

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Site Services Specialist I	41117	RC-062	15
Site Services Specialist II	41118	RC-062	17
Social Service Consultant I	41301	RC-062	18
Social Service Consultant II	41302	RC-062	19
Social Service Program Planner I	41311	RC-062	15
Social Service Program Planner II	41312	RC-062	17
Social Service Program Planner III	41313	RC-062	20
Social Service Program Planner IV	41314	RC-062	22
Social Services Career Trainee	41320	RC-062	12
Social Worker I	41411	RC-062	16
Staff Development Specialist I	41771	RC-062	18
Staff Development Technician I	41781	RC-062	12
State Police Field Specialist I	42001	RC-062	18
State Police Field Specialist II	42002	RC-062	20
Statistical Research Specialist I	42741	RC-062	12
Statistical Research Specialist II	42742	RC-062	14
Statistical Research Specialist III	42743	RC-062	17
Storage Tank Safety Specialist	43005	RC-062	18
Telecommunications Specialist	45295	RC-062	15
Telecommunications Systems Analyst	45308	RC-062	17
Telecommunications Systems Technician I	45312	RC-062	10
Telecommunications Systems Technician II	45313	RC-062	13
Unemployment Insurance Adjudicator I	47001	RC-062	11
Unemployment Insurance Adjudicator II	47002	RC-062	13
Unemployment Insurance Adjudicator III	47003	RC-062	15
Unemployment Insurance Revenue Analyst I	47081	RC-062	15
Unemployment Insurance Revenue Analyst II	47082	RC-062	17
Unemployment Insurance Revenue Specialist	47087	RC-062	13
Unemployment Insurance Special Agent	47096	RC-062	18
Veterans Educational Specialist I	47681	RC-062	15
Veterans Educational Specialist II	47682	RC-062	17
Veterans Educational Specialist III	47683	RC-062	21
Veterans Employment Representative I	47701	RC-062	14
Veterans Employment Representative II	47702	RC-062	16
Volunteer Services Coordinator I	48481	RC-062	13
Volunteer Services Coordinator II	48482	RC-062	16
Volunteer Services Coordinator III	48483	RC-062	18
Wage Claims Specialist	48770	RC-062	09
Weatherization Specialist I	49101	RC-062	14
Weatherization Specialist II	49102	RC-062	17

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Weatherization Specialist III	49103	RC-062	20
Weatherization Specialist Trainee	49105	RC-062	12

For the Revenue Auditor I, II and III, and Revenue Auditor Trainee position classification titles only – The pay grade assigned to the employee is based on the location of the position and the residence held by the employee. In the same position classification, the employee holding a position and residence outside the boundaries of the State of Illinois is assigned to a different pay grade than the pay grade assigned to the employee holding a position within the boundaries of the State of Illinois. The pay grade assigned to the employee holding a position located within the boundaries of the State of Illinois is the pay grade with the (IL) indication next to the position classification. The pay grade assigned to the employee holding the position located outside the boundaries of the State of Illinois is determined by the location of the employee's residence (e.g., IL, CA, or NJ or a state other than IL, CA, or NJ). If the employee's residence moves to another state while the employee is in the same position located outside the boundaries of the State of Illinois, or moves into another position located outside the boundaries of the State of Illinois in the same position classification, the base salary may change depending on the location of the employee's new residence. If the employee remains in the position located outside the boundaries of the State of Illinois and moves residence from or into the boundaries of the State of Illinois, the base salary will change. In all cases, change in base salary shall be on a step for step basis (e.g., if the original base salary was on Step 5 in one pay grade, the new base salary will also be on Step 5 of the newly appropriate pay grade).

Effective July 1, 2005  
Bargaining Unit: RC-062

<u>Pay</u> <u>Grade</u>	<u>Pay</u> <u>Plan</u> <u>Code</u>	<u>S T E P S</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
09	B	2248	2303	2359	2417	2493	2573	2652	2737	2818	2951	3039
09	Q	2321	2377	2436	2497	2574	2658	2740	2829	2914	3053	3145
09	S	2374	2432	2490	2550	2628	2712	2796	2886	2971	3111	3204
10	B	2319	2377	2436	2496	2587	2664	2752	2839	2927	3076	3169
10	Q	2394	2453	2514	2578	2671	2753	2845	2936	3027	3188	3282
10	S	2447	2507	2568	2631	2725	2809	2901	2991	3087	3248	3346
11	B	2403	2462	2525	2588	2676	2763	2862	2957	3049	3210	3307
11	Q	2481	2543	2606	2672	2767	2858	2960	3059	3157	3326	3426

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

11	S	2536	2597	2660	2726	2823	2913	3016	3117	3217	3386	3488
12	B	2497	2559	2623	2691	2790	2883	2990	3088	3202	3374	3475
12	Q	2579	2643	2710	2782	2885	2980	3096	3200	3318	3498	3603
12	S	2633	2697	2765	2837	2941	3038	3155	3261	3379	3560	3667
12H	B	15.37	15.75	16.14	16.56	17.17	17.74	18.40	19.00	19.70	20.76	21.38
12H	Q	15.87	16.26	16.68	17.12	17.75	18.34	19.05	19.69	20.42	21.53	22.17
12H	S	16.20	16.60	17.02	17.46	18.10	18.70	19.42	20.07	20.79	21.91	22.57
13	B	2588	2653	2721	2793	2896	3006	3119	3233	3353	3540	3647
13	Q	2672	2742	2813	2888	2995	3112	3233	3351	3475	3673	3783
13	S	2726	2797	2869	2944	3052	3171	3294	3412	3538	3736	3848
14	B	2693	2763	2838	2913	3024	3142	3279	3399	3528	3733	3845
14	Q	2784	2858	2935	3013	3131	3257	3399	3526	3661	3874	3990
14	S	2839	2913	2990	3071	3192	3317	3460	3587	3723	3935	4053
14H	B	16.57	17.00	17.46	17.93	18.61	19.34	20.18	20.92	21.71	22.97	23.66
14H	Q	17.13	17.59	18.06	18.54	19.27	20.04	20.92	21.70	22.53	23.84	24.55
14H	S	17.47	17.93	18.40	18.90	19.64	20.41	21.29	22.07	22.91	24.22	24.94
15	B	2797	2871	2949	3028	3161	3292	3421	3561	3693	3915	4033
15	Q	2893	2970	3051	3135	3275	3412	3549	3696	3832	4062	4183
15	S	2948	3025	3109	3196	3336	3471	3613	3758	3893	4124	4247
16	B	2921	3000	3082	3170	3313	3458	3603	3753	3903	4133	4257
16	Q	3021	3105	3194	3286	3433	3588	3739	3892	4049	4289	4418
16	S	3080	3165	3254	3347	3496	3652	3803	3956	4113	4350	4482
17	B	3051	3137	3227	3321	3475	3635	3789	3942	4102	4347	4477
17	Q	3160	3251	3346	3441	3606	3772	3930	4090	4256	4510	4646
17	S	3219	3312	3406	3504	3669	3836	3994	4153	4318	4574	4711
18	B	3207	3299	3394	3495	3664	3835	4009	4173	4340	4599	4738
18	Q	3323	3419	3520	3626	3805	3979	4161	4332	4503	4772	4915
18	S	3383	3479	3584	3687	3866	4042	4223	4393	4568	4834	4979

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

19	B	3375	3473	3576	3684	3872	4055	4244	4421	4606	4885	5032
19	J	3375	3473	3576	3684	3872	4055	4244	4421	4606	4885	5032
19	Q	3499	3603	3711	3822	4017	4204	4404	4587	4780	5068	5220
19	S	3561	3667	3775	3885	4081	4269	4466	4651	4843	5131	5285
20	B	3564	3672	3781	3893	4090	4280	4483	4678	4871	5167	5322
20	Q	3699	3809	3922	4039	4243	4442	4652	4852	5054	5363	5524
20	S	3760	3872	3985	4102	4305	4503	4714	4915	5116	5423	5587
21	B	3762	3876	3992	4110	4321	4530	4742	4958	5164	5486	5651
21	U	3762	3876	3992	4110	4321	4530	4742	4958	5164	5486	5651
21	Q	3904	4022	4140	4264	4485	4699	4920	5144	5359	5693	5864
21	S	3967	4084	4202	4329	4546	4762	4984	5207	5420	5755	5928
22	B	3976	4096	4220	4346	4572	4795	5022	5254	5473	5813	5987
22	Q	4126	4251	4378	4508	4743	4977	5210	5451	5679	6031	6213
22	S	4189	4312	4441	4573	4804	5039	5270	5513	5744	6095	6277
23	B	4220	4346	4476	4609	4853	5102	5345	5591	5834	6200	6386
23	Q	4378	4508	4643	4785	5037	5295	5544	5800	6053	6432	6625
23	S	4441	4573	4707	4846	5099	5357	5607	5863	6115	6494	6690
24	B	4489	4624	4762	4905	5166	5437	5698	5961	6230	6620	6819
24	J	4489	4624	4762	4905	5166	5437	5698	5961	6230	6620	6819
24	Q	4657	4797	4942	5092	5362	5640	5912	6184	6464	6870	7077
24	S	4721	4860	5004	5154	5422	5702	5974	6248	6527	6932	7139
25	B	4785	4929	5077	5229	5515	5806	6095	6385	6675	7104	7317
25	J	4785	4929	5077	5229	5515	5806	6095	6385	6675	7104	7317
25	Q	4964	5113	5266	5423	5722	6022	6324	6626	6926	7370	7591
25	S	5029	5175	5331	5487	5785	6084	6386	6687	6987	7433	7656
26	B	5057	5209	5366	5581	5885	6197	6512	6815	7121	7582	7809
26	U	5057	5209	5366	5581	5885	6197	6512	6815	7121	7582	7809
27	B	5346	5506	5672	5956	6280	6612	6948	7272	7598	8090	8332
27	U	5346	5506	5672	5956	6280	6612	6948	7272	7598	8090	8332

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Effective January 1, 2006Bargaining Unit: RC-062

<u>Pay</u> <u>Grade</u>	<u>Pay</u> <u>Plan</u> <u>Code</u>	<u>S T E P S</u>										
		<u>1c</u>	<u>1b</u>	<u>1a</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
09	B	2315	2372	2430	2490	2568	2650	2732	2819	2903	3040	3130
09	Q	2408	2466	2527	2591	2671	2758	2843	2935	3023	3167	3263
09	S	2463	2523	2583	2646	2727	2814	2901	2994	3082	3228	3324
10	B	2389	2448	2509	2571	2665	2744	2835	2924	3015	3168	3264
10	Q	2484	2545	2608	2675	2771	2856	2952	3046	3141	3308	3405
10	S	2539	2601	2664	2730	2827	2914	3010	3103	3203	3370	3471
11	B	2475	2536	2601	2666	2756	2846	2948	3046	3140	3306	3406
11	Q	2574	2638	2704	2772	2871	2965	3071	3174	3275	3451	3554
11	S	2631	2694	2760	2828	2929	3022	3129	3234	3338	3513	3619
12	B	2572	2636	2702	2772	2874	2969	3080	3181	3298	3475	3579
12	Q	2676	2742	2812	2886	2993	3092	3212	3320	3442	3629	3738
12	S	2732	2798	2869	2943	3051	3152	3273	3383	3506	3694	3805
12H	B	15.83	16.22	16.63	17.06	17.69	18.27	18.95	19.58	20.30	21.38	22.02
12H	Q	16.47	16.87	17.30	17.76	18.42	19.03	19.77	20.43	21.18	22.33	23.00
12H	S	16.81	17.22	17.66	18.11	18.78	19.40	20.14	20.82	21.58	22.73	23.42
13	B	2666	2733	2803	2877	2983	3096	3213	3330	3454	3646	3756
13	Q	2772	2845	2918	2996	3107	3229	3354	3477	3605	3811	3925
13	S	2828	2902	2977	3054	3166	3290	3418	3540	3671	3876	3992
14	B	2774	2846	2923	3000	3115	3236	3377	3501	3634	3845	3960
14	Q	2888	2965	3045	3126	3248	3379	3526	3658	3798	4019	4140
14	S	2945	3022	3102	3186	3312	3441	3590	3722	3863	4083	4205
14H	B	17.07	17.51	17.99	18.46	19.17	19.91	20.78	21.54	22.36	23.66	24.37
14H	Q	17.77	18.25	18.74	19.24	19.99	20.79	21.70	22.51	23.37	24.73	25.48
14H	S	18.12	18.60	19.09	19.61	20.38	21.18	22.09	22.90	23.77	25.13	25.88

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

15	B	2881	2957	3037	3119	3256	3391	3524	3668	3804	4032	4154
15	Q	3001	3081	3165	3253	3398	3540	3682	3835	3976	4214	4340
15	S	3059	3138	3226	3316	3461	3601	3748	3899	4039	4279	4406
16	B	3009	3090	3174	3265	3412	3562	3711	3866	4020	4257	4385
16	Q	3134	3221	3314	3409	3562	3723	3879	4038	4201	4450	4584
16	S	3196	3284	3376	3473	3627	3789	3946	4104	4267	4513	4650
17	B	3143	3231	3324	3421	3579	3744	3903	4060	4225	4477	4611
17	Q	3279	3373	3471	3570	3741	3913	4077	4243	4416	4679	4820
17	S	3340	3436	3534	3635	3807	3980	4144	4309	4480	4746	4888
18	B	3303	3398	3496	3600	3774	3950	4129	4298	4470	4737	4880
18	Q	3448	3547	3652	3762	3948	4128	4317	4494	4672	4951	5099
18	S	3510	3609	3718	3825	4011	4194	4381	4558	4739	5015	5166
19	B	3476	3577	3683	3795	3988	4177	4371	4554	4744	5032	5183
19	J	3476	3577	3683	3795	3988	4177	4371	4554	4744	5032	5183
19	Q	3630	3738	3850	3965	4168	4362	4569	4759	4959	5258	5416
19	S	3695	3805	3917	4031	4234	4429	4633	4825	5025	5323	5483
20	B	3671	3782	3894	4010	4213	4408	4617	4818	5017	5322	5482
20	Q	3838	3952	4069	4190	4402	4609	4826	5034	5244	5564	5731
20	S	3901	4017	4134	4256	4466	4672	4891	5099	5308	5626	5797
21	B	3875	3992	4112	4233	4451	4666	4884	5107	5319	5651	5821
21	U	3875	3992	4112	4233	4451	4666	4884	5107	5319	5651	5821
21	Q	4050	4173	4295	4424	4653	4875	5105	5337	5560	5906	6084
21	S	4116	4237	4360	4491	4716	4941	5171	5402	5623	5971	6150
22	B	4095	4219	4347	4476	4709	4939	5173	5412	5637	5987	6167
22	Q	4281	4410	4542	4677	4921	5164	5405	5655	5892	6257	6446
22	S	4346	4474	4608	4744	4984	5228	5468	5720	5959	6324	6512
23	B	4347	4476	4610	4747	4999	5255	5505	5759	6009	6386	6578
23	Q	4542	4677	4817	4964	5226	5494	5752	6018	6280	6673	6873
23	S	4608	4744	4884	5028	5290	5558	5817	6083	6344	6738	6941

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

24	B	4624	4763	4905	5052	5321	5600	5869	6140	6417	6819	7024
24	J	4624	4763	4905	5052	5321	5600	5869	6140	6417	6819	7024
24	Q	4832	4977	5127	5283	5563	5852	6134	6416	6706	7128	7342
24	S	4898	5042	5192	5347	5625	5916	6198	6482	6772	7192	7407
25	B	4929	5077	5229	5386	5680	5980	6278	6577	6875	7317	7537
25	J	4929	5077	5229	5386	5680	5980	6278	6577	6875	7317	7537
25	Q	5150	5305	5463	5626	5937	6248	6561	6874	7186	7646	7876
25	S	5218	5369	5531	5693	6002	6312	6625	6938	7249	7712	7943
26	B	5209	5365	5527	5748	6062	6383	6707	7019	7335	7809	8043
26	U	5209	5365	5527	5748	6062	6383	6707	7019	7335	7809	8043
27	B	5506	5671	5842	6135	6468	6810	7156	7490	7826	8333	8582
27	U	5506	5671	5842	6135	6468	6810	7156	7490	7826	8333	8582

(Source: Amended at 30 Ill. Reg. 9438, effective May 15, 2006)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE AA NR-916 (Department of Natural Resources, Teamsters)**

Title	Title Code	Bargaining Unit	Pay Plan Code	Effective July 1, 2005		Effective January 1, 2006	
				Minimum Salary	Maximum Salary	Minimum Salary	Maximum Salary
<u>Cartographer III</u>	<u>06673</u>	<u>NR-916</u>	<u>B</u>	<u>3430</u>	<u>6110</u>	<u>3535</u>	<u>6295</u>
<u>Civil Engineer I</u>	<u>07601</u>	<u>NR-916</u>	<u>B</u>	<u>3335</u>	<u>5160</u>	<u>3440</u>	<u>5315</u>
<u>Civil Engineer II</u>	<u>07602</u>	<u>NR-916</u>	<u>B</u>	<u>3560</u>	<u>5915</u>	<u>3670</u>	<u>6095</u>
<u>Civil Engineer III</u>	<u>07603</u>	<u>NR-916</u>	<u>B</u>	<u>3915</u>	<u>6625</u>	<u>4035</u>	<u>6825</u>
<u>Civil Engineer Trainee</u>	<u>07607</u>	<u>NR-916</u>	<u>B</u>	<u>3145</u>	<u>4385</u>	<u>3240</u>	<u>4520</u>
<u>Engineering Technician I</u>	<u>13731</u>	<u>NR-916</u>	<u>B</u>	<u>1940</u>	<u>3485</u>	<u>2000</u>	<u>3590</u>
<u>Engineering Technician II</u>	<u>13732</u>	<u>NR-916</u>	<u>B</u>	<u>2325</u>	<u>4180</u>	<u>2395</u>	<u>4310</u>
<u>Engineering Technician III</u>	<u>13733</u>	<u>NR-916</u>	<u>B</u>	<u>2815</u>	<u>4980</u>	<u>2900</u>	<u>5130</u>
<u>Engineering Technician IV</u>	<u>13734</u>	<u>NR-916</u>	<u>B</u>	<u>3450</u>	<u>6460</u>	<u>3555</u>	<u>6655</u>
<u>Technical Manager I</u>	<u>45261</u>	<u>NR-916</u>	<u>B</u>	<u>2645</u>	<u>4705</u>	<u>2725</u>	<u>4850</u>

	Title-Code	Bargaining Unit	Minimum Salary	Maximum Salary
Cartographer III	06673	NR-916	3430	6110
Civil Engineer I	07601	NR-916	3335	5160
Civil Engineer II	07602	NR-916	3560	5915
Civil Engineer III	07603	NR-916	3915	6625
Civil Engineer Trainee	07607	NR-916	3145	4385
Engineering Technician I	13731	NR-916	1940	3485
Engineering Technician II	13732	NR-916	2325	4180
Engineering Technician III	13733	NR-916	2815	4980
Engineering Technician IV	13734	NR-916	3450	6460
Technical Manager I	45261	NR-916	2645	4705

(Source: Amended at 30 Ill. Reg. 9438, effective May 15, 2006)

## DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

## NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: The Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985
- 2) Code Citation: 68 Ill. Adm. Code 1175
- 3) 

<u>Section Numbers:</u>	<u>Adopted Action:</u>
1175.100	Amendment
1175.105	Amendment
1175.110	Amendment
1175.115	Amendment
1175.200	Amendment
1175.205	Amendment
1175.210	Amendment
1175.215	Amendment
1175.220	Amendment
1175.225	Amendment
1175.230	Amendment
1175.235	Amendment
1175.300	Amendment
1175.305	Amendment
1175.310	Amendment
1175.315	Amendment
1175.320	Amendment
1175.325	Amendment
1175.330	Amendment
1175.335	Amendment
1175.340	Amendment
1175.345	Amendment
1175.350	Amendment
1175.355	Amendment
1175.360	Amendment
1175.365	Amendment
1175.370	Amendment
1175.400	Amendment
1175.405	Amendment
1175.410	Amendment
1175.415	Amendment
1175.420	Amendment
1175.425	Amendment
1175.430	Amendment

## DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

## NOTICE OF ADOPTED AMENDMENTS

1175.435	Amendment
1175.500	Amendment
1175.505	Amendment
1175.510	Amendment
1175.515	Amendment
1175.520	Amendment
1175.525	Amendment
1175.530	Amendment
1175.535	Amendment
1175.536	Amendment
1175.540	Amendment
1175.545	Amendment
1175.550	Amendment
1175.555	Amendment
1175.560	Amendment
1175.565	Amendment
1175.570	Amendment
1175.700	Amendment
1175.705	Amendment
1175.710	Amendment
1175.715	Amendment
1175.720	Amendment
1175.725	Amendment
1175.730	Amendment
1175.735	Amendment
1175.800	Amendment
1175.805	Amendment
1175.810	Amendment
1175.815	Amendment
1175.820	Amendment
1175.825	Amendment
1175.830	Amendment
1175.835	Amendment
1175.840	Amendment
1175.841	Amendment
1175.845	Amendment
1175.850	Amendment
1175.855	Amendment
1175.860	Amendment
1175.865	Amendment

## DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

## NOTICE OF ADOPTED AMENDMENTS

1175.870	Amendment
1175.875	Amendment
1175.1001	Amendment
1175.1005	Amendment
1175.1010	Amendment
1175.1015	Amendment
1175.1020	Amendment
1175.1025	Amendment
1175.1030	Amendment
1175.1035	Amendment
1175.1100	Amendment
1175.1105	Amendment
1175.1110	Amendment
1175.1115	Amendment
1175.1120	Amendment
1175.1125	Amendment
1175.1130	Amendment
1175.1135	Amendment
1175.1140	Amendment
1175.1141	Amendment
1175.1145	Amendment
1175.1150	Amendment
1175.1155	Amendment
1175.1160	Amendment
1175.1165	Amendment
1175.1170	Amendment
1175.1175	Amendment
1175.1200	Amendment
1175.1205	Amendment
1175.1210	Amendment
1175.1215	Amendment
1175.1300	Amendment

- 4) Statutory Authority: Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 [225 ILCS 410].
- 5) Effective Date of Amendments: May 10, 2006
- 6) Does this rulemaking contain an automatic repeal date? No

## DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

## NOTICE OF ADOPTED AMENDMENTS

- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the adopted amendments, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Date Notice of Proposal Published in Illinois Register: December 16, 2005; 29 Ill. Reg. 20151.
- 10) Has JCAR issued a Statement of Objection to these Amendments? No
- 11) Differences between proposal and final version: In Sections 1175.505, 1175.810 and 1175.1110, the student/teacher ratios for cosmetology, esthetics and nail technology schools have been changed from 20 to 1 to 25 to 1 for consistency with barber schools. Various non-substantive changes have also been made.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes
- 13) Will rulemaking replace any emergency amendments currently in effect? No
- 14) Are there any amendments pending on this Part? No
- 15) Summary and Purpose of Amendments: Public Act 94-451, effective December 31, 2005, is the sunset reauthorization of the Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985; this rulemaking implements its various provisions. Among the changes are the inclusion in Section 1175.115 of pedicure equipment cleaning and disinfecting procedures. Also included is the continuing education exemption for licensees over 62 or with 25 years licensure and the requirements for the 20-hour instructor's institutes for cosmetology, esthetics, and nail technology clinic teachers. The rulemaking also makes numerous non-substantive changes, including changing references throughout the entire Part from "Department" to "Division" to reflect the consolidation of agencies into the Department of Financial and Professional Regulation and the creation of the Division of Professional Regulation.
- 16) Information and questions regarding these adopted amendments shall be directed to:  
Department of Financial and Professional Regulation  
Attention: Barb Smith  
320 West Washington, 3rd Floor      217/785-0813    Fax: 217/557-4451  
Springfield, Illinois 62786

The full text of the Adopted Amendments begins on the next page:

DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

NOTICE OF ADOPTED AMENDMENTS

TITLE 68: PROFESSIONS AND OCCUPATIONS

CHAPTER VII: DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1175

THE BARBER, COSMETOLOGY, ESTHETICS,  
AND NAIL TECHNOLOGY ACT OF 1985

SUBPART A: GENERAL

Section

1175.100	Fees
1175.105	English Translations
1175.110	Granting Variances
1175.115	Sanitary Standards

SUBPART B: BARBER

Section

1175.200	Examination – Barber
1175.205	Examination – Barber Teacher
1175.210	Examination Requirements
1175.215	Application for Licensure
1175.220	Endorsement
1175.225	Renewals
1175.230	Restoration – Barber
1175.235	Restoration – Barber Teacher

SUBPART C: BARBER SCHOOLS

Section

1175.300	School Approval Application
1175.305	Physical Site Requirements
1175.310	Student Contracts
1175.315	Advertising
1175.320	Recordkeeping – Transcripts
1175.325	Recordkeeping – Hours Earned
1175.330	Curriculum Requirements – Barber
1175.335	Curriculum Requirements – Barber Teacher
1175.340	Final Examination

## DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

## NOTICE OF ADOPTED AMENDMENTS

1175.345	Change of Ownership
1175.350	Change of Location
1175.355	Change of Name
1175.360	Expansion
1175.365	Discontinuance of Program
1175.370	Withdrawal of Approval

## SUBPART D: COSMETOLOGY

Section	
1175.400	Examination – Cosmetology
1175.405	Examination – Cosmetology Teacher
1175.410	Examination Requirements
1175.415	Application for Licensure
1175.420	Endorsement
1175.425	Renewals
1175.430	Restoration – Cosmetology
1175.435	Restoration – Cosmetology Teacher

## SUBPART E: COSMETOLOGY SCHOOLS

Section	
1175.500	School Approval Application
1175.505	Physical Site Requirements
1175.510	Enrollment Agreements and Refund Policies
1175.515	Advertising
1175.520	Recordkeeping – Transcripts
1175.525	Recordkeeping – Hours Earned
1175.530	Curriculum Requirements – Cosmetology
1175.535	Curriculum Requirements – Cosmetology Teacher
1175.536	Curriculum Requirements – Cosmetology Clinic Teacher
1175.540	Final Examination
1175.545	Change of Ownership
1175.550	Change of Location
1175.555	Change of Name
1175.560	Expansion
1175.565	Discontinuance of Program
1175.570	Withdrawal of Approval

## SUBPART F: CONTINUING EDUCATION –

## DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

## NOTICE OF ADOPTED AMENDMENTS

## COSMETOLOGY/COSMETOLOGY TEACHER

## Section

- 1175.600 Sponsor Approval (Repealed)
- 1175.605 Department Supervision (Repealed)
- 1175.610 Credit Hours (Repealed)
- 1175.615 Waiver of Continuing Education Requirements (Repealed)

## SUBPART G: ESTHETICS

## Section

- 1175.700 Examination – Esthetics
- 1175.705 Examination – Esthetics Teacher
- 1175.710 Examination Requirements
- 1175.715 Application for Licensure
- 1175.720 Endorsement
- 1175.725 Renewals
- 1175.730 Restoration – Esthetics
- 1175.735 Restoration – Esthetics Teacher

## SUBPART H: ESTHETICS SCHOOLS

## Section

- 1175.800 Esthetics School Application
- 1175.805 Cosmetology Schools Approved to Teach Esthetics
- 1175.810 Physical Site Requirements
- 1175.815 Enrollment Agreements and Refund Policy
- 1175.820 Advertising
- 1175.825 Recordkeeping – Transcripts
- 1175.830 Recordkeeping – Hours Earned
- 1175.835 Curriculum Requirements – Esthetics
- 1175.840 Curriculum Requirements – Esthetics Teacher
- 1175.841 Curriculum Requirements – Esthetics Clinic Teacher
- 1175.845 Final Examination
- 1175.850 Change of Ownership
- 1175.855 Change of Location
- 1175.860 Change of Name
- 1175.865 Expansion
- 1175.870 Discontinuance of Program
- 1175.875 Withdrawal of Approval

## DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

## NOTICE OF ADOPTED AMENDMENTS

## SUBPART I: CONTINUING EDUCATION – ESTHETICIAN/ESTHETICS TEACHER

## Section

1175.900	Sponsor Approval (Repealed)
1175.905	Department Supervision (Repealed)
1175.910	Credit Hours (Repealed)
1175.915	Waiver of Continuing Education Requirements (Repealed)

## SUBPART J: NAIL TECHNOLOGY

## Section

1175.1000	Application for Licensure under Sections 3C-4 and 3C-5 of the Act (Grandfather) (Repealed)
1175.1001	Examination – Nail Technician
1175.1005	Examination – Nail Technology Teacher
1175.1010	Examination
1175.1015	Application for Licensure
1175.1020	Endorsement
1175.1025	Renewals
1175.1030	Restoration – Nail Technician
1175.1035	Restoration – Nail Technology Teacher

## SUBPART K: NAIL TECHNOLOGY SCHOOLS

## Section

1175.1100	Nail Technology School Application
1175.1105	Cosmetology Schools Approved to Teach Nail Technology
1175.1110	Physical Site Requirements
1175.1115	Enrollment Agreements and Refund Policies
1175.1120	Advertising
1175.1125	Recordkeeping – Transcripts
1175.1130	Recordkeeping – Hours Earned
1175.1135	Curriculum Requirements – Nail Technology
1175.1140	Curriculum Requirements – Nail Technology Teacher
1175.1141	Curriculum Requirements – Nail Technology Clinic Teacher
1175.1145	Final Examination
1175.1150	Change of Ownership
1175.1155	Change of Location
1175.1160	Change of Name

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- 1175.1165 Expansion
- 1175.1170 Discontinuance of Program
- 1175.1175 Withdrawal of Approval

## SUBPART L: CONTINUING EDUCATION

## Section

- 1175.1200 Sponsor Approval
- 1175.1205 ~~Division~~Department Supervision
- 1175.1210 Credit Hours
- 1175.1215 Waiver of Continuing Education Requirements

## SUBPART M: SHOP REGISTRATION

## Section

- 1175.1300 Application for a Barber Shop or Cosmetology, Nail Technician or Esthetics Salon Certificate of Registration

**AUTHORITY:** Implementing the Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 [225 ILCS 410] and authorized by Section 2105-15(7) of the Civil Administrative Code of Illinois [20 ILCS 2105/2105-15(7)].

**SOURCE:** Adopted at 12 Ill. Reg. 20488, effective November 29, 1988; emergency amendments at 13 Ill. Reg. 6810, effective April 10, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 15034, effective September 7, 1989; amended at 14 Ill. Reg. 14090, effective August 20, 1990; amended at 16 Ill. Reg. 13276, effective August 18, 1992; amended at 18 Ill. Reg. 4856, effective March 14, 1994; amended at 21 Ill. Reg. 7277, effective May 29, 1997; amended at 23 Ill. Reg. 5749, effective April 30, 1999; amended at 27 Ill. Reg. 19293, effective December 11, 2003; amended at 30 Ill. Reg. 9503, effective May 10, 2006.

## SUBPART A: GENERAL

**Section 1175.100 Fees**

- a) Licensure fees for cosmetologists, barbers, estheticians, nail technicians, cosmetology teachers, cosmetology clinic teachers, barber teachers, esthetics teachers, esthetics clinic teachers, nail technology teachers and nail technology clinic teachers are:
  - 1) License. The fee for a license is \$30 and is to be submitted with the

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application.

- 2) Examination. Applicants for any examination shall be required to pay, either to the Department of Financial and Professional Regulation – Division of Professional Regulation (~~the Division Department~~) or to the designated testing service, a fee covering the cost of providing the examination.
  - 3) Renewal. The fee for renewal of a license shall be calculated at the rate of \$25 per year.
  - 4) Restoration. The fee for restoration of a license is \$10 plus payment of all lapsed renewal fees, but not to exceed \$135.
  - 5) Restoration From Inactive Status. The fee for restoration of a license from inactive status is the current renewal fee.
  - 6) Endorsement. The fee for a license for a cosmetologist, barber, esthetician, nail technician, cosmetology teacher, barber teacher, esthetics teacher or nail technology teacher licensed under the laws of another jurisdiction is \$45.
- b) Licensure fees for cosmetology schools, barber schools, esthetics schools or nail technology schools are:
- 1) License. The fee for a license is \$150 plus the cost of inspection (\$50).
  - 2) Change of Ownership. The fee for a license resulting from a change of ownership is \$150 plus the cost of inspection (\$50).
  - 3) Change of Location. The fee for a license resulting from a change of location is \$150 plus the cost of inspection (\$50).
  - 4) Change of Name. The fee for a license resulting from a change of name is \$20.
  - 5) Renewal. The fee for renewal of a license shall be calculated at \$100 per year.
  - 6) Expansion. The fee for on-site and off-site expansion is \$50.

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- 7) Cosmetology School Approval to Teach Esthetics. The fee for approval to upgrade to teach esthetics shall be the cost of the inspection (\$50).
  - 8) Cosmetology School Approval to Teach Nail Technology. The fee for approval to upgrade to teach nail technology shall be the cost of the inspection (\$50).
- c) Salon Fees
- 1) Registration. The fee for registration of a barber shop or cosmetology, nail technician or esthetics salon (salon) is \$40.
  - 2) Change of Name. The fee for changing the name or address of a registered barber shop or salon is \$20.
  - 3) Renewal. The fee for renewal of a registration for a barber shop or salon is calculated at \$20 per year.
- d) Sponsor Fees
- 1) Registration. The fee for registration as a continuing education sponsor shall be \$500 pursuant to Section 4-1.5(c) of the Act.
  - 2) Renewal. The fee for renewal as a continuing education sponsor shall be \$250 every two years pursuant to Section 4-1.5(c) of the Act. If a sponsor allows the registration to lapse, he/she will be required to submit \$500 to restore the registration pursuant to Section 4-1.5(c) of the Act.
  - 3) State agencies, State colleges and State universities in Illinois who are approved as continuing education sponsors shall be exempt from registration and renewal fees.
- e) General Fees
- 1) Duplicate/Replacement. The fee for the issuance of a duplicate or replacement license is \$20.
  - 2) Change of Name or Address. The fee for issuance of a license with a change of name or address other than during the renewal period is \$20.

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No fee is required for name and address changes on DivisionDepartment records when no license is issued.

- 3) Certification of Record. The fee for certification of a licensee's record for any purpose is \$20.
- 4) Wall Certificate. The fee for a wall certificate showing licensure is the actual cost of producing such a certificate.
- 5) Roster. The fee for a roster of persons licensed as cosmetologists, cosmetology teachers, cosmetology clinic teachers, barbers, barber teachers, estheticians, esthetics teachers, esthetics clinic teachers, nail technicians, nail technology teachers, nail technology clinic teachers, cosmetology schools, esthetics schools, nail technology schools, barber schools, and shops and salons is the actual cost of producing such a roster.
- 6) Inactive Status. The fee to place a license on inactive status, other than during renewal, is \$20.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.105 English Translations**

Any document submitted to the DivisionDepartment, in accordance with the Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 (the Act) [225 ILCS 410] and this Part, in a foreign language must be accompanied by an original, notarized English translation. The translator must be fluent in both English and the foreign language and must certify to the accuracy of the translation.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.110 Granting Variances**

- a) The Director of the Department of Financial and Professional Regulation-Division of Professional Regulation (Director) may grant variances from this Part in individual cases where he/she finds that:
  - 1) The provision from which the variance is granted is not statutorily mandated;

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- 2) No party will be substantially injured by granting the variance; and
  - 3) The rule from which the variance is granted would, in the particular case, be unreasonable or unnecessarily burdensome.
- b) The Director of the ~~Division~~Department shall notify the Barber, Cosmetology, Esthetics and Nail Technology ~~Board (Board)~~Committee of the granting of such variance, and the reasons therefor, at the next meeting of the ~~Board~~Committee.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.115 Sanitary Standards**

The sanitary standards set forth in this Section shall be followed by all licensees as appropriate to their practice. Failure to comply with these standards shall be considered unprofessional conduct and may be determined to be a violation pursuant to Section 4-7 of the Act.

- a) Definitions
  - 1) "Hospital Grade Disinfectant" is defined as a disinfectant that is registered with the Environmental Protection Agency as a hospital-level disinfectant and that performs the functions of bactericides (kill harmful bacteria), virucides (kill pathogenic viruses), and fungicides (destroy fungus).
  - 2) "Disinfect" means to clean with an agent that eliminates microbacteria growth.
  - 3) "Sanitize" means to clean with hot water and soap.
- b) Sanitary Requirements
  - 1) All instruments and tools shall be sanitized before and after each patron and kept in an air tight container until used.
  - 2) All nondisposable manicure implements shall be cleaned with a hospital grade disinfectant.
  - 3) Manicure tables shall be cleaned with an antibacterial disinfectant.
  - 4) Clean towels shall be used for each patron.

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- 5) Wood sticks and files (except sanitizable file and buffing blocks) shall be discarded after each use.
- 6) Shampoo bowls must be sanitized after each use.
- 7) Hands must be cleansed before and after serving each patron.
- 8) Head rests of any chair shall be protected with a disposable cover and changed after each use, or a clean washable towel may also be used.
- 9) All cosmetics shall be applied with sanitized or disposable applicators and removed from the container with a sanitary spatula.
- 10) Clean ~~or disposable~~~~nondisposable~~ esthetics sheets, gowns and head coverings shall be used for each patron.
- 11) Animals, such as birds and cats, are not permitted (with the exception of ~~animal assistant~~~~seeing-eye animals~~ for the physically impaired).
- 12) All floors, walls and furniture shall ~~be~~ kept clean at all times.
- 13) All soiled towels shall be kept in a covered container.
- 14) All clean towels shall be kept in a closed or covered space.
- 15) All hair that is swept up from the floor shall be kept in a covered container.
- 16) Proper disposal of unused products and packaging is required.
- 17) Proper disposal and handling of hazardous materials is required.
- 18) The use of nail products or the distribution of nail products containing monomer Methyl Methacrylate (MMA) is prohibited.
- 19) No owner or manager of a salon or shop shall knowingly permit any person suffering from a serious communicable disease, as defined in public health regulations, to work on the premises.

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- 20) All owners or managers of salons or shops shall provide adequate ventilation as required by the city, county or municipality and insure that an adequate supply of hot and cold running water is available.

- c) Pedicure Equipment Cleaning and Disinfecting Procedures  
The following procedures, as developed by the International Nail Technicians Association, shall be followed for all pedicure equipment such as whirlpool pedicure foot spas, self-contained foot basins, sinks and pedicure bowls:
- 1) After each client:
    - A) Drain all water from the foot spa, pedicure basin or bowl;
    - B) Clean the interior surfaces and walls of the foot spas or basin with soap or detergent to remove all visible debris; rinse with clean, clear water;
    - C) Disinfect by spraying the interior surface of the foot basin or bowl with either an EPA-registered disinfectant (demonstrated bactericidal, fungicidal, and virucidal activity used according to manufacturer's instructions), or 10% bleach solution; and
    - D) Wipe dry.
  - 2) At the end of every day, after the last client:
    - A) Perform the procedures of (c)(1);
    - B) Remove the screen from whirlpool basin. All debris trapped behind the screen of each foot spa shall be removed with a brush and soap or detergent; then the screen and the inlet shall be cleaned to remove all visible debris with soap or detergent and water;
    - C) Before replacing the screen, totally immerse the screen in either an EPA-registered disinfectant or 10% bleach solution;
    - D) Fill the basin with warm water and low-sudsing soap, turn the system on and flush the spa system for 5 minutes, then rinse and drain.

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- 3) Once every week:
- A) Repeat the procedures of (c)(2); then fill the foot spa or basin with cold water and one tablespoon of 5.25% liquid household bleach (or the equivalent) for each one gallon of water based on the capacity of unit;
  - B) Turn unit on and circulate the bleach solution through the system for 5 to 10 minutes; turn unit off;
  - C) Let the bleach solution sit in the spa or pedicure basin overnight (at least 6-10 hours);
  - D) The following morning, and before the first client, drain bleach solution;
  - E) Fill the basin with clean water, turn the system on and flush the system with clean water and drain;
- 4) Logs:  
Make a record of the date and time of the weekly cleaning and disinfecting. The record for the last 90 days shall be readily accessible and available upon client or inspector request. Separate logs for weekly and daily procedures are needed but may be kept in the same document log.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART B: BARBER

**Section 1175.200 Examination – Barber**

- a) Eligibility.
- 1) Each applicant must meet the requirements in Section 2-2(a), (b) and (c) or 2-3(a), (b), (c) and (d) of the Act prior to filing an application for the Division~~Department~~ authorized examination.
  - 2) An applicant's training must be received from a barber school approved by the Division~~Department~~ that meets the requirements set forth in Subpart C

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of this Part.

- b) Application. Each applicant shall file an application for examination, on forms provided by the ~~Division~~Department, at least 45 days prior to an examination date. The application shall include:
- 1) An official transcript showing successful completion of the required training outlined in Section 2-2(c) and 2-3(c) and (d) of the Act and a passing grade on the final examination administered by the school as set forth in Section 1175.340;
  - 2) A complete work history since graduation from barber school;
  - 3) Proof of any name change (i.e., marriage license, divorce decree, affidavit, or court order); and
  - 4) The required examination fee.
- c) Individuals who do not obtain a license within 5 years of graduation from barber school will be required to complete a 250 hour refresher course before they may obtain a license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.205 Examination – Barber Teacher**

- a) Eligibility. Each applicant must meet the requirements in Section 2-4(a), (b), (c) and (d) of the Act prior to filing an application for the barber teacher examination.
- b) Application. Each applicant shall file an application, on forms provided by the ~~Division~~Department, at least 45 days prior to an examination date. The application shall include:
- 1) Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order);
  - 2) The required examination fee;
  - 3) Either:

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- A) An official transcript from an approved barber school (see Subpart C) showing successful completion of 500 hours of teacher training as outlined in Section 1175.335 of this Part; employment verification showing at least 3 years of practical experience as a registered barber; or
- B) An official transcript from an approved barber school showing successful completion of 1000 hours of barber teacher training as outlined in Section 1175.335 of this Part;
- 4) A complete work history since graduation from barber school; and
- 5) A copy of the applicant's current Illinois barber license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.210 Examination Requirements**

- a) Examinations shall be administered by the Division~~Department~~ or its designated testing service for barbers and teachers of barbering.
- b) The passing grade on each examination is 75.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.215 Application for Licensure**

Each applicant shall submit to the Division~~Department~~:

- a) A signed and completed licensure application which the applicant will receive with the notification of successful completion of the examination;
- b) Proof of name change (i.e., marriage license, divorce decree, affidavit or court order) if different from that shown on pre-printed licensure application; and
- c) The required fee set forth in Section 1175.100.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.220 Endorsement**

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- a) An applicant who is currently licensed as a barber in another jurisdiction and who is seeking licensure in Illinois by endorsement shall file an application, on forms provided by the Division~~Department~~, which shall include:
- 1) A certification from the state of original licensure stating:
    - A) A brief description of any licensure examination taken and the grades received; and
    - B) Whether the applicant's file contains any record of disciplinary actions taken or pending;
  - 2) Official transcripts from the school~~school(s)~~ attended by the applicant showing the courses completed and the hours received with the school seal affixed or a verification from the licensing authority of the number of hours required for licensure at the time the applicant was originally licensed;
  - 3) Certification of current licensure if other than original licensure;
  - 4) Two completed Verification of Employment forms showing at least 3 years of lawful practice in another jurisdiction if:
    - A) the jurisdiction of original licensure does not require a licensing examination or has not provided an examination score; or
    - B) the applicant is applying under Section 2-4a of the Act;
  - 5) A complete work history showing all employment since graduation from barber school to present;
  - 6) Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order) if name is other than that shown on any of the documents submitted;
  - 7) The required fee set forth in Section 1175.100; and
  - 8) A copy of the licensing act applicable on the date of original licensure showing the requirements for licensure if requested by the

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Division~~Department~~ in the application review. The Division~~Department~~ will make such a request if the application materials are incomplete.

- b) An applicant who is currently licensed as a barber teacher in another jurisdiction and who is seeking licensure in Illinois by endorsement shall file an application, on forms provided by the Division~~Department~~, which shall include:
- 1) A certification from the state of original licensure stating:
    - A) A brief description of any licensure examination taken and the grades received; and
    - B) Whether the applicant's file contains any record of disciplinary action taken or pending;
  - 2) Official transcripts from the school~~school(s)~~ attended by the applicant showing the courses completed and the hours received with the school seal affixed or a verification from the licensing authority of the number of hours required for licensure at the time the applicant was originally licensed;
  - 3) Certification of current licensure if other than original licensure;
  - 4) Two Verification of Employment forms shall be submitted by the applicant who completed at least 500 hours of teacher training but less than 1000 hours. A barber teacher applicant shall verify 3 years of lawful practice as a barber;
  - 5) A complete work history showing all employment since graduation from basic barber school to present;
  - 6) Proof of name change (i.e., marriage license, divorce decree, affidavit or court order) if name is other than that shown on any of the documents submitted;
  - 7) A copy of the applicant's barber license or verification from the licensing authority that the applicant has the ability to practice barbering with a barber teacher license;
  - 8) The required fee set forth in Section 1175.100; and

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- 9) A copy of the licensing act applicable on the date of original licensure showing the requirements for licensure if requested by the DivisionDepartment in the application review. The DivisionDepartment will make such a request if the application materials are incomplete.
- c) An applicant for licensure as a barber who is licensed in another jurisdiction shall be given 300 hours of educational credit for every 12 month period during which he/she was lawfully employed as a barber. To obtain credit for work experience, the applicant must submit verification of employment on forms provided by the DivisionDepartment in support of the work experience. A certification of licensure from the jurisdiction in which the lawful practice is claimed must also be submitted.
- d) An applicant applying for licensure as a barber or barber teacher on the basis of endorsement who has previously failed the licensing examination in Illinois shall not be approved for licensure on the basis of endorsement unless and until he/she provides verification of successful completion of a substantially equivalent licensure examination. The successful completion of the substantially equivalent examination must occur after the most recently failed examination attempt in Illinois.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.225 Renewals**

- a) Barber, barber teacher and barber school licenses shall expire on July 31 of each odd numbered year. The holder of a license may renew that license during the month preceding its expiration date.
- b) Applicants for renewal shall:
- 1) Return a completed renewal application; and
  - 2) Submit the required fee set forth in Section 1175.100.
- c) It is the responsibility of each licensee to notify the DivisionDepartment of any change of address. Failure to receive a renewal form from the DivisionDepartment shall not constitute an excuse for failure to pay the renewal fee or to renew a license.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.230 Restoration – Barber**

- a) A person applying for restoration of his/her license as a barber which has been expired for less than 5 years shall submit an application on forms provided by the ~~Division~~Department and \$10 plus payment of lapsed renewal fees as set forth in Section 1175.100(a)(4). If restoring after active military service, the applicant shall submit a copy of the applicant's Honorable Discharge form (DD-214) and the current renewal fee.
- b) A person applying for restoration of his/her license as a barber which has been expired for 5 years or more shall submit an application on forms provided by the ~~Division~~Department along with:
  - 1) Verification of employment as a barber in another jurisdiction within the 5 years preceding application for restoration;
  - 2) Certification of licensure from the licensing authority in the jurisdiction of employment;
  - 3) A complete work history showing all employment since the Illinois license lapsed;
  - 4) A completed Restoration Questionnaire;
  - 5) The required fee set forth in Section 1175.100; or
  - 6) If restoring from active military service, a copy of the applicant's DD-214 and the current renewal fee.
- c) An applicant for restoration who has not maintained a practice in another jurisdiction shall also submit official transcripts showing successful completion of a 250 hour refresher course from a licensed barber or cosmetology school or successful completion of the examination set forth in Section 1175.210 within 2 years before application for restoration.
- d) If an applicant takes and fails the examination, the license will not be restored until such time as he/she has successfully completed the examination.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.235 Restoration – Barber Teacher**

- a) A person applying for restoration of a license as a barber teacher which has been expired for less than 5 years shall file an application, on forms provided by the Division~~Department~~, and the required fee. If restoring after active military service, the applicant shall submit a copy of the applicant's DD-214 and the current renewal fee.
- b) A person applying for restoration of a license as a barber teacher which has been expired for 5 years or more shall submit an application on forms provided by the Division~~Department~~, along with:
  - 1) Verification of employment as a barber teacher in another jurisdiction within the 5 years preceding application for restoration;
  - 2) A certification of licensure from the appropriate licensing authority in the jurisdiction of employment;
  - 3) A complete work history showing all employment since the Illinois teacher license lapsed;
  - 4) A completed restoration questionnaire;
  - 5) The required fee set forth in Section 1175.100; or
  - 6) If restoring after active military service, a copy of the applicant's DD-214 form and the current renewal fee.
- c) An applicant for restoration who has not maintained an active teaching practice in another jurisdiction shall also submit official transcripts showing successful completion of a 250 hour barber teacher refresher course or successful completion of the examination set forth in Section 1175.210 within 2 years after applying for restoration of the license.
- d) If an applicant takes and fails the examination, the license will not be restored until such time as he/she has successfully completed the examination.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART C: BARBER SCHOOL

**Section 1175.300 School Approval Application**

- a) An applicant for a barber school license shall submit a completed application to the ~~Division~~Department with the following information and documentation:
- 1) A detailed floor plan consistent with the requirements of Section 1175.305 of this Part;
  - 2) A copy of a lease showing at least a 1 year commitment to the use of the school site or certification of ownership of the proposed school site;
  - 3) If owner is a corporation, a copy of the Articles of Incorporation;
  - 4) If owner is a partnership, a listing of all partners and their current addresses;
  - 5) A signed fire inspection report by the local fire inspection authority within the last 6 months giving approval for use of the site as a school;
  - 6) A financial statement prepared by a public accountant licensed under the Illinois Public Accounting Act [225 ILCS 450] who is not an employee of the school, indicating sufficient finances exist to operate the school for at least 3 months~~+ full year~~;
  - 7) A copy of the official student contract to be used by the school which shall be consistent with the requirements of Section 1175.310 of this Part;
  - 8) A listing of all teachers, including their teacher license numbers, who will be in the school's employ;
  - 9) A copy of the curricula that will be followed;
  - 10) A copy of the school's official transcript; and
  - 11) The required fee set forth in Section 1175.100.

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- b) When the above items have been received, the DivisionDepartment shall inspect the school premises, prior to school approval, to determine compliance with this Subpart. School operations shall not commence nor shall the school in any way solicit student enrollment, until the school has received written notice of approval from the DivisionDepartment. Approval will be granted if the requirements of this Subpart have been met.
- c) Barber schools shall only offer instruction in barbering and barber teacher education.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.305 Physical Site Requirements**

- a) Space Requirements
- 1) A school shall have a minimum of 1,000 square feet of work space for a maximum of 25 students in the work area. An additional 30 square feet of work space is required for each additional student if attendance exceeds 25 at any given time.
  - 2) Work space shall include: dispensary and laboratory area; work space shall not include classrooms, rest rooms, halls, checkrooms, locker space, conference rooms, storage space or other areas or facilities for school administration.
  - 3) Two restrooms shall be provided.
  - 4) Separate cloak space shall be provided which may be used both by students and the public.
  - 5) A public waiting area must be provided.
  - 6) Schools shall provide a student lounge area which shall be separated from the work area.
  - 7) All areas of the school shall be ventilated and lighted.
- b) Equipment Requirements – All equipment shall be in working condition and sufficient for the number of students enrolled. Minimum requirements for school

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equipment are:

- 1) An entrance sign designating the name of the school.
  - 2) A school seal.
  - 3) A time clock or other equipment necessary for verification of attendance and hours earned.
  - 4) Four shampoo chairs and 4 shampoo bowls with adequate hot and cold running water.
  - 5) Clinic station shall have at least 3 feet per student in the class including electrical outlets, mirror space, wet sanitizer and either a barber chair or styling chair.
  - 6) Desk/table space and a chair for each student in the classroom.
  - 7) Locker space for each student in attendance.
  - 8) Adequate covered disposal cans placed at convenient locations.
  - 9) One covered container for soiled towels for each 10 students in clinical work area.
  - 10) Closed cabinets equipped for storing towels. Cabinets must have storage space for 10 dozen towels per 20 students in clinical work area.
- c) Sanitary Regulations
- 1) Clean outer garments must be worn at all times. No open toed shoes shall be worn by students.
  - 2) All instruments shall be sanitized before and after use on each patron.
  - 3) Clean towels shall be used for each patron.
  - 4) Shampoo bowls must be sanitized after each use.
  - 5) Hands must be cleansed before and after serving each patron.

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- 6) After each patron is served, combs and brushes must be cleansed, then immersed in a disinfectant, then rinsed in water and dried. Combs and brushes shall be kept in a closed container apart from appliances that have not been disinfected.
  - 7) The head rests of any chair shall be protected with a disposable cover and changed after each patron.
  - 8) Non-disposable head coverings must be laundered and sanitized after each separate use.
  - 9) All powders, lotions, creams, and other cosmetics shall be kept in clean, closed containers. All cosmetics shall be applied by sanitary applicators and removed from the container with a sanitary spatula.
  - 10) No owner, manager, teacher, or school administrator shall knowingly permit any person suffering from a serious communicable disease as defined in 77 Ill. Adm. Code 690 to work on the premises, or knowingly permit a student to serve a patron with a serious communicable disease.
  - 11) No animals or pets, except animal assistants for the physically impaired~~seeing eye dogs~~, shall be permitted on school premises.
  - 12) The floors, walls and furniture shall be kept clean at all times.
  - 13) An adequate supply of hot and cold running water shall be available for school operation.
- d) Textbooks/Teaching Materials – Textbooks shall be provided for each student in attendance.
  - e) Teachers – The student/teacher ratio shall not exceed a 25 to 1 ratio.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.310 Student Contracts**

- a) All student contracts ~~between~~used with students or prospective students ~~and~~by an approved barber school shall be clearly labeled as a contract and shall include the

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following information:

- 1) The name and address of the school;
- 2) The date the contract is signed;
- 3) The total cost of the course of instruction, including any charges made by the school for tuition, books, materials, supplies and other expenses;
- 4) A clear and conspicuous statement that the contract is a legally binding instrument when signed by the student and accepted by the school;
- 5) A clear and conspicuous statement that, if an approved barber school transfers any student contract or interest in the contract to another party, the student shall have the same rights afforded to him or her by the transferee as by the transferor;
- 6) The contents of the following notice, in at least 10 point bold type:

**"NOTICE TO THE STUDENT"**

**"Do not sign this contract before you read it or if it contains any blank spaces.**

**You are entitled to an exact copy of the contract you sign.";** and

- 7) A clear and concise statement of the school's refund policy.
- b) The school shall comply with all applicable requirements of the Retail Installment Sales Act [815 ILCS 405] in its student contracts.
  - c) No student contract shall contain a wage assignment provision or a confession of judgment clause.
  - d) Any provision in a student contract that purports to waive the student's right to assert against the school, or any assignee, any claim or defense he/she may have against the school arising under the contract shall be void.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

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**Section 1175.315 Advertising**

All school advertising for patrons must conspicuously contain the words "Work Done Exclusively by Students" or "All Work Done by Students:".

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.320 Recordkeeping – Transcripts**

- a) Each school shall provide an official transcript showing the entire course work of each student. The official transcript shall contain the following information:
  - 1) School name and address;
  - 2) School seal;
  - 3) School license number;
  - 4) Signature of owner, registrar or director of the school;
  - 5) Student's name, address and social security number;
  - 6) Actual dates student attended;
  - 7) Subject areas, hours earned and grades received;
  - 8) Any transfer hours citing the name and address of school transferred from, subject areas, hours earned and grades received;
  - 9) Final examination grades; and
  - 10) Graduation date.
- b) The official transcript and school records for each student shall be permanently maintained by the school in the following manner:
  - 1) If maintained on the school premises, they shall be maintained in a locked, fire-resistant cabinet. If official transcripts are maintained on a computer system, history tapes or discs of all official records must be stored in a locked, fire-resistant cabinet.

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- 2) If records cannot be maintained on the premises in locked fire-resistant cabinets, duplicate student records, including the official transcripts, shall be maintained at a separate location that shall be made known to the ~~Division~~Department. Such records shall be accessible to ~~Division~~Department officials for inspection.
- c) A copy of the transcript shall be given to the student upon graduation or other permanent exit from the school provided the student has met all financial obligations of the student contract as set forth in Section 1175.310.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.325 Recordkeeping – Hours Earned**

- a) A complete and accurate record of hours of attendance for each student must be recorded and maintained by the school.
- b) If a time clock is used, each student shall punch his/her own time card. No student, teacher or any other person shall punch the time card of another student. If a time clock is not used, there shall be another verifiable method used by the school to record student hours. The records ~~shall~~must be in a form that allows the student to receive a written report of hours earned. This written report of hours earned shall be provided to the student on a monthly basis and shall be placed on a cumulative record by the school.
- c) Credit for hours earned away from school premises shall be awarded only if students are supervised by a licensed instructor. Credit hours for outside study may include workshops, educational programs, films and demonstrations.
- d) Hours earned away from the school premises shall be recorded on school time forms. These forms shall include: the school seal, name of student, event or program attended, date attended, signature of student, signature of supervising licensed instructor.
- e) Instructors shall review the hours earned by each student monthly. Each month the instructor shall issue a signed monthly report to the student showing the actual number of hours earned by the student.
- f) Time cards may be destroyed upon the student's permanent exit from the school

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and after all hours earned are recorded on the official transcript.

- g) An hour ~~shall be considered 50-60~~~~is not less than 50 nor more than 60~~ minutes of instruction.
- h) A licensed instructor shall supervise all classroom and practical instruction. No credit shall be given for unsupervised study.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.330 Curriculum Requirements - Barber**

Each licensed barber school shall provide a curriculum of a minimum of 1500 hours as follows:

- a) 150 hours of classroom instruction in general theory which shall be divided into specific subject areas as specified in subsection (b) ~~below~~.
- b) 1350 hours shall be at the discretion of the instructor based on the instructor's evaluation of the individual student's needs. However, the training shall cover, at least, the subject areas set forth in Section 2A-7(4) of the Act.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.335 Curriculum Requirements – Barber Teacher**

- a) Each licensed barber school that provides teacher training shall provide a curriculum that includes a minimum of 1000 hours ~~in. This curriculum shall contain~~ the following subject areas:
  - 1) Practice of barbering;
  - 2) Theory of barbering;
  - 3) Methods of teaching; and
  - 4) School management.
- b) A minimum of 100 hours in each subject area shall be required. The remaining 600 hours shall be at the discretion of the instructor, based on the instructor's evaluation of the individual student's needs.

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- c) The approved curriculum for a 500 hour Teacher Training Course shall be based upon 3 years of practical experience for a barber and shall consist of a minimum of 50 hours in each of the subject areas in subsection (a) ~~above~~. The remaining 300 hours shall be at the discretion of the instructor based on the instructor's evaluation of the individual student's needs.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.340 Final Examination**

- a) A school shall require each candidate for graduation to pass a final examination that tests the student's theoretical and practical knowledge of the curriculum studied.
- b) The practical examination shall test the candidate's skills in the following areas:
- 1) Hair cutting;
  - 2) Sanitation; and
  - 3) Shaving.
- c) The examination shall be administered by the uniform application of standard performance criteria established by the school for each skill area. The standard performance criteria for each skill area shall be delineated in the examination records as specified in subsection (h) ~~, below~~.
- d) A passing score of 75 or greater shall be required on both the theoretical and practical portions of the final examination.
- e) The school shall allow each candidate for graduation at least 3 attempts to pass the final exam.
- f) The ~~Division~~Department may monitor the administration of the final examination:
- 1) As a result of a complaint received;
  - 2) For random sampling;

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- 3) To collect data; and/or
- 4) When the failure rate on the licensure examination for school graduates is greater than 25%.
- g) The ~~Division~~Department shall maintain records of each school's graduate failure rate on the licensing examination. The records shall reflect only first examination attempts for each graduate. The ~~Division~~Department shall review the records on an annual basis to identify those approved schools that have an average annual failure rate greater than 25%. An average annual failure rate greater than 25% is grounds for school disapproval.
- h) The school shall maintain records of the final examination for a period of no less than 5 years in the manner prescribed in Section 1175.320 of this Part. These records shall include:
  - 1) A copy of the final examination administered; and
  - 2) Each student's examination grades.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.345 Change of Ownership**

- a) When the ownership of an approved school changes, the new owner shall, within 5 working days from the date title to the school is transferred, mail to the ~~Division~~Department the following:
  - 1) A signed and completed school application;
  - 2) A floor plan if any expansion is to be done by the new owner;
  - 3) A copy of a lease agreement showing at least a 1 year commitment or certification of school site ownership;
  - 4) A copy of the student contract that will be utilized by the new owner;
  - 5) A copy of the Articles of Incorporation, if the owner is a corporation;
  - 6) A listing of all partners and their addresses, if the owner is a partnership;

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- 7) A copy of curricula that will be used by the new owner;
- 8) A sample copy of the school's official transcript;
- 9) A Commitment Statement, as provided in the licensure application packet, signed and dated by the school's chief managing employer and a statement signed and dated by each partner or each officer of the corporation;
- 10) List of all the names, addresses and current status of all schools in which the applicant has previously owned any interest, and a declaration as to whether any of these schools were ever denied accreditation or licensing or lost accreditation or licensing from any government body or accrediting agency;
- 117) A signed inspection report by the local fire inspection authority within 6 months after application approving the school site;
- 128) A certified financial statement prepared by a licensed public accountant who is not an employee of the school, indicating sufficient finances exist to operate the school for 1 full year;
- 139) If a name change is to also occur, the new owner must submit a sample of the new school seal and a photo of the new school sign; and
- 1410) The required fee set forth in Section 1175.100.
- b) Once the ~~above~~ items listed in subsection (a) have been received, the ~~Division~~Department shall conduct an inspection prior to approval of the change of ownership. Approval will be granted if the requirements of Subpart C have been met.
- c) If the new owner fails to submit a new application, or if the ~~Division~~Department does not approve the school, the school shall remain closed until final ~~Division~~Department approval is received.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.350 Change of Location**

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- a) When the location of an approved school is changed, the school owner shall submit to the ~~Division~~Department the following:
- 1) Written notice to the ~~Division~~Department at least 30 days in advance of the school site change;
  - 2) A signed and completed school application;
  - 3) A floor plan;
  - 4) A copy of a lease agreement showing at least a 1 year commitment or certification of ownership of the school site;
  - 5) A signed inspection report by the local fire inspection authority within 6 months prior to application approving the site; and
  - 6) The required fee set forth in Section 1175.100.
- b) Once the ~~above~~ items listed in subsection (a) have been received, the ~~Division~~Department shall inspect the premises to determine compliance with this Part. School operations shall not commence at the new location until the owners have received written notice of approval from the ~~Division~~Department. Approval will be granted if the requirements of Subpart C have been met.
- c) If the change of location is due to natural destruction of the original premises, a temporary site may be used to teach theory classes only.
- 1) The temporary site must be inspected prior to its use and must possess light and ventilation, tables and chairs for the number of students in a classroom, and must be clean.
  - 2) The temporary site may be used for a period of 2 months. The 2 month period can be extended for good cause. Good cause includes, but is not limited to, unexpected delays in construction, delays in lease arrangements, or delays in equipment delivery.
- d) If the site is not approved, the school shall not solicit new students for this location until the school has been approved.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

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**Section 1175.355 Change of Name**

When changing the name of a licensed school, a written request for a name change, along with the required fee specified in Section 1175.100, shall be mailed 30 days in advance of any name change. The Division Department shall then issue a new certificate. At the time of the change of name, all identifying signs and materials must be changed to conform with the new name on the school license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.360 Expansion**

- a) Written notice shall be given to the Division Department 30 days prior to any expansion of an approved school.
- b) When the expansion will result in an off-site classroom location, a completed school application must be submitted along with:
  - 1) A detailed floor plan;
  - 2) A copy of a lease showing at least a 1 year commitment to the use of the site or certification of ownership of the proposed site;
  - 3) A signed fire inspection report from the local fire inspection authority within the last 6 months giving approval for use of the site as an off-site classroom location;
  - 4) A statement from the school owner outlining the purpose of the off-site classroom location;
  - 5) A listing of any and all additional teachers who will be added to the teaching staff as a result of the expansion;
  - 6) A certified financial statement prepared by a licensed public accountant who is not an employee of the school, indicating sufficient finances exist to operate the school for 1 full year; and
  - 7) The required fee set forth in Section 1175.100.  
An off-site classroom location is defined as a separate classroom located

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within 5 miles of the main school site that serves to provide adequate space in which to train an overflow of students. A clinic may not be operated at an off-site classroom location. A school may establish only one off-site classroom location. All identifying signs and materials must reflect the name of the main school.

- c) When an on-site expansion is to accommodate an increased enrollment, a completed school application shall be submitted along with:
- 1) A detailed floor plan;
  - 2) A statement from the school owner outlining the purpose of the expansion;
  - 3) A listing of any and all additional teachers who will be added to the teaching staff as a result of the expansion; and
  - 4) The required inspection fee.
- d) Upon receipt of the ~~above~~ items listed in subsections (b) and (c), the ~~Division~~Department shall inspect the expansion site to determine compliance with this Part. The site shall not be used until such inspection has occurred and the owner has received written notification of approval from the ~~Division~~Department. Approval will be granted if all of the requirements of Subpart C have been met.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.365 Discontinuance of Program**

- a) The ~~Division~~Department shall receive a minimum of 30 days written notice of a school's intent to discontinue its program. The notice shall include the exact location where the student records are to be stored.
- b) The school owner shall notify the ~~Division~~Department in writing of the actual closing date of the school.
- c) All school records shall be maintained after the school closes.
- d) The school must continue to meet the requirements of the Act and this Part until the actual closing date.

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- e) Each student enrolled at the time of discontinuation must be provided an official transcript of all hours earned while enrolled in the program.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.370 Withdrawal of Approval**

- a) The ~~Division~~Department may withdraw, suspend or place on probation, pursuant to 68 Ill. Adm. Code 1110, the approval of a school of barbering when the quality of the program has been affected by any of the following causes:
- 1) Gross or repeated violations of any provisions of the Act or this Part;
  - 2) Fraud or dishonesty in furnishing transcripts or documentation for evaluation of the school;
  - 3) Failure to meet the criteria for school approval in Section 1175.300;
  - 4) Failure to administer the final examination as specified in this Part;
  - 5) Failure to maintain final examination grades for each student and a master of the examination administered by the school as specified in this Part;
  - 6) Fraud or dishonesty in providing transcripts to students;
  - 7) Failure to provide transcripts to students who have fulfilled all obligations under Section 1175.310;
  - 8) A finding by the U.S. Office of Education or Illinois State Scholarship Commission that a school has misappropriated or misused grant or loan monies or has aided in obtaining such monies by providing fraudulent or untruthful information; or
  - 9) Any other violations of the Act or this Part.
- b) Performance Record on Licensing Examination
- 1) When a school's graduates have a 25% or greater failure rate on the licensing examination, ~~Division~~Department approval of a school shall be reviewed pursuant to Section 1175.300.

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- 2) The performance record of a school's graduates on the licensing examination as compared with the statewide performance record shall be considered by the DivisionDepartment when reviewing DivisionDepartment approval of a school.
- 3) The DivisionDepartment shall give written notice and a hearing pursuant to 68 Ill. Adm. Code 1110 when DivisionDepartment approval of a school is being reviewed.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART D: COSMETOLOGY

**Section 1175.400 Examination – Cosmetology**

- a) Eligibility.
  - 1) Each applicant must meet the requirements in either Section 3-2(a), (b) and (c) or 3-3(a), (b) and (c) of the Act prior to filing an application for the DivisionDepartment authorized cosmetology examination.
  - 2) An applicant's training must be received from a school of cosmetology approved by the DivisionDepartment that meets the requirements set forth in Subpart E of this Part.
- b) Application. Each applicant shall file an application for examination, on forms provided by the DivisionDepartment, at least 45 days prior to an examination date. The application shall include:
  - 1) An official transcript showing successful completion of the required training outlined in Section 3-2(c) or 3-3(c) of the Act; official transcripts showing successful completion of remedial training when required by Section 1175.410(c) of this Part and a passing grade on the final examination administered by the school as set forth in Section 1175.540;
  - 2) A request, if desired, to take the written examination in the Spanish language;
  - 3) Proof of any name change (i.e., marriage license, divorce decree, affidavit

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or court order) if name is other than that shown on any documents submitted;

- 4) If licensed as a cosmetologist in another state, a certification of licensure from the state of original licensure and from the state of current licensure or most recent practice;
- 5) A complete work history since graduation from cosmetology school; and
- 6) The required examination fee.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.405 Examination – Cosmetology Teacher and Cosmetology Clinic Teacher**

- a) Eligibility. Each applicant must meet the requirements in Section 3-4(a) and (b) of the Act prior to filing an application for the cosmetology teacher examination.
- b) Application. Each applicant shall file an application, on forms provided by the ~~Division~~Department, at least 45 days prior to an examination date. The application shall include:
  - 1) Proof of any name change (i.e., marriage license, divorce decree, affidavit, or court order) if name is other than that shown on any document submitted;
  - 2) The required examination fee;
  - 3) For cosmetology teacher:
    - A) Either:
      - i) An official transcript from an approved school of cosmetology showing successful completion of a program of 500 hours of teacher training as outlined in Section 1175.535 of this Part and 2 employment verification forms showing at least 2 years of practical experience as a licensed cosmetologist; or
      - ii) ~~B)~~ An official transcript from an approved school of

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cosmetology (see Subpart E) showing successful completion of a program of 1000 hours of teacher training as outlined in Section 1175.535 of this Part; and

- B) If licensed as a cosmetology teacher in another state, a certification of licensure from the state of original licensure and from the state of current licensure or most recent practice;
- 4) For cosmetology clinic teacher:
- A) ~~an~~An official transcript from an approved school of cosmetology showing successful completion of a program of 250 hours of clinic teacher training in a licensed school of cosmetology; or as outlined in Section 1175.536 of this Part and 2 employment verification forms showing at least 2 years of practical experience as a licensed cosmetologist within 5 years prior to application;
- B) Proof that the teacher, within 5 years preceding the examination, has obtained a minimum of 2 years of practical experience working at least 30 full-time hours per week as a licensed cosmetologist and has completed an instructor's institute of 20 hours, as approved by the Division, prior to submitting an application for examination;
- 5) A complete work history since obtaining a cosmetologist license~~graduation~~ from cosmetology school; and
- 6) A copy of the applicant's current Illinois cosmetology license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.410 Examination Requirements**

- a) Examinations shall be administered by the ~~Division~~Department or its designated testing service and shall cover subject matter as set forth in Section 3-6 of the Act.
- b) The passing grade on each examination is 75.
- c) Retakes
- 1) A cosmetology applicant who fails to pass a third examination must

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submit an official transcript from a licensed cosmetology school showing successful completion of a 250 hour refresher course prior to taking the examination a fourth time.

- 2) A cosmetology teacher or cosmetology clinic teacher applicant who fails to pass a third examination must submit an official transcript from a licensed cosmetology school showing successful completion of 80 hours of additional study in teaching methodology and educational psychology prior to taking the examination a fourth time.
- 3) Upon failing the fourth examination, an applicant must submit an official transcript from an approved cosmetology school showing successful repetition of the entire program of training prior to taking the examination a fifth time, or a cosmetology clinic teacher may complete training in an instructor's institute of 20 hours.
- 4) The requirement for remedial training set forth in this Section may be waived in whole or in part by the Division upon proof to the Division that the applicant has demonstrated competence to again sit for the examination.
- 5) For purposes of the examination retakes, the fifth attempt shall count as the first.
- 65) An applicant shall make a written request for an examination retake at least 45 days in advance of the examination date. Such a request must include the required examination fee and official transcripts when further study is required in accordance with subsections (c)(1), (2) and (3).

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.415 Application for Licensure**

- a) Each applicant shall submit to the Division~~Department~~:
  - 1) A signed and completed licensure application that the applicant will receive with the notification of successful completion of the examination;
  - 2) Proof of name change (i.e., marriage license, divorce decree, affidavit or court order) if different from that shown on pre-printed licensure

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application; and

- 3) The required fee set forth in Section 1175.100.
- b) Any licensed nail technology teacher or licensed esthetics teacher shall not be required to take the examination set forth in Section 1175.405. An application shall be submitted to the Division that includes:
- 1) A copy of his/her current nail technician teacher license or esthetics teacher license;
  - 2) A copy of his/her nail technician license or esthetics license;
  - 3) A complete work history since obtaining a nail technology teacher license or esthetics teacher license;
  - 4) Either:
    - A) Proof of two years experience as an esthetician or nail technician;  
or
    - B) An official transcript verifying completion of 500 hours of post-graduate school training that includes all subjects in the basic cosmetology curriculum in Section 1175.535, including theory and practice. Presentation of material must include the concepts that are intended to be taught and the skills to be acquired during the various phases of basic education; and
  - 5) The required fee set forth in Section 1175.100.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.420 Endorsement**

- a) An applicant who is currently licensed as a cosmetologist in another jurisdiction and who is seeking licensure in Illinois by endorsement shall file an application, on forms provided by the Division~~Department~~, that shall include:
  - 1) A certification from the state of original licensure stating:

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- A) A brief description of any licensure examination taken and the grades received; and
  - B) Whether the applicant's file contains any record of disciplinary actions taken or pending;
- 2) Official transcripts from the schools attended by the applicant showing the programs completed and the hours received with the school seal affixed or a verification from the licensing authority of the number of hours required for licensure at the time the applicant was originally licensed;
  - 3) Certification of current licensure if other than original licensure;
  - 4) Two completed Verification of Employment forms showing at least 3 years of lawful practice in another jurisdiction if:
    - A) The jurisdiction of original licensure does not require a licensing examination or has not provided an examination score; or
    - B) The applicant is applying under Section 3-8 of the Act;
  - 5) A complete work history showing all employment since graduation from cosmetology school to present;
  - 6) Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order) if name is other than that shown on submitted documents;
  - 7) The required fee set forth in Section 1175.100; and
  - 8) A copy of the licensing Act applicable on the date of original licensure showing the requirements for licensure if requested by the Division~~Department~~ in the application review. The Division~~Department~~ will make such a request if the application materials are incomplete.
- b) An applicant who is currently licensed as a cosmetology teacher or cosmetology clinic teacher in another jurisdiction and who is seeking licensure as a cosmetology teacher or cosmetology clinic teacher in Illinois by endorsement shall file an application, on forms provided by the Division~~Department~~, which shall include:

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- 1) A certification from the state of original licensure stating:
  - A) A brief description of any licensure examination taken and the grades received; and
  - B) Whether the applicant's file contains any record of disciplinary action taken or pending;
- 2) Official transcripts from the schools attended by the applicant showing the programs completed and the hours received with the school seal affixed or a verification from the licensing authority of the number of hours required for licensure at the time the applicant was originally licensed;
- 3) Certification of current licensure if other than original licensure;
- 4) Either:
  - A) Two Verification of Employment forms submitted by an applicant who completed a program of at least 500 hours of teacher training. A cosmetology teacher applicant shall verify 2 years of lawful practice as a cosmetologist; or
  - B) Two Verification of Employment forms submitted by an applicant who completed a program of at least 250 hours of clinic teacher training. A cosmetology clinic teacher applicant shall verify 2 years of lawful practice as a cosmetologist; or
  - C) Two completed Verification of Employment forms showing at least 3 years of lawful practice as a cosmetology teacher or cosmetology clinic teacher submitted by an applicant who is applying as a cosmetology teacher or cosmetology clinic teacher on the basis of 3 years of lawful practice;
- 5) A complete work history showing all employment since graduation from basic cosmetology school to present;
- 6) Proof of name change (i.e., marriage license, divorce decree, affidavit or court order) if name is other than that shown on any of the documents

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submitted;

- 7) The required fee set forth in Section 1175.100; and
  - 8) A copy of the licensing Act applicable on the date of original licensure showing the requirements for licensure if requested by the ~~Division~~Department in the application review. The ~~Division~~Department will make such a request if the application materials are incomplete.
- c) An applicant for licensure as a cosmetologist who is licensed in another jurisdiction shall be given 300 hours of educational credit for every 12 month period during which he/she was lawfully employed as a cosmetologist. To obtain credit for work experience, the applicant must submit verification of employment on forms provided by the ~~Division~~Department in support of the work experience. A certification of licensure from the jurisdiction in which the lawful practice is claimed must also be submitted.
  - d) An applicant applying for licensure as a cosmetologist or cosmetology teacher or cosmetology clinic teacher on the basis of endorsement who has previously failed the licensing examination in Illinois shall not be approved for licensure on the basis of endorsement unless and until he/she provides verification of successful completion of a substantially equivalent licensure examination and fulfills the requirements set forth in Section 1175.410(c). The successful completion of the substantially equivalent examination and fulfillment of applicable requalification requirements must occur after the most recently failed examination attempt in Illinois.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.425 Renewals**

- a) Every license issued under the Act shall expire as follows:
  - 1) Cosmetology teacher, cosmetology clinic teacher and cosmetology school licenses shall expire on September 30 of each even numbered year.
  - 2) Cosmetologist licenses shall expire on September 30 of each odd numbered year. A prerenewal period is the 24 month period preceding September 30th in the year of renewal.

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- 3) The holder of a license may renew that license during the month preceding its expiration date.
- b) Applicants for renewal shall:
- 1) Return a completed renewal application.
  - 2) Cosmetologist – Certify on the renewal application to successful completion of a minimum of 14 hours of continuing education from a cosmetology sponsor registered with the ~~Division~~Department, in accordance with Section 1175.1200 of this Part, within the 2 years prior to the expiration date of the license, if renewing a cosmetology license.
  - 3) Cosmetology Teacher and Cosmetology Clinic Teacher – Certify on the renewal application to successful completion of a minimum of 24 hours of continuing education from a sponsor registered with the ~~Division~~Department, in accordance with Section 1175.1200 of this Part, within the 2 years prior to renewal if renewing a cosmetology teacher or cosmetology clinic teacher license. Ten of 24 hours shall be in the following areas:
    - A) Teaching methodology;
    - B) Educational psychology;
    - C) Classroom management; or
    - D) Other teaching related courses.
  - 4) Submit the required fee set forth in Section 1175.100.
- c) A renewal applicant is not required to comply with continuing education for the first renewal after issuance of original license.
- d) A licensee who is at least 62 years of age or has been licensed as a cosmetologist, cosmetology teacher or cosmetology clinic teacher for at least 25 years is exempt from the continuing education requirement.
- ed) The ~~Division~~Department may require additional evidence demonstrating compliance with the continuing education requirements (i.e., certificate of

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attendance or certificate of completion). It is the responsibility of each renewal applicant to retain or otherwise produce evidence of such compliance. Such evidence shall be required in the context of the ~~Division's~~ ~~Department's~~ random audit.

- fe) It is the responsibility of each licensee to notify the ~~Division~~ ~~Department~~ of any change of address. Failure to receive a renewal form from the ~~Division~~ ~~Department~~ shall not constitute an excuse for failure to renew a license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.430 Restoration – Cosmetology**

- a) Application for Restoration
- 1) A person applying for restoration of a license as a cosmetologist that has expired or been on inactive status for less than 5 years shall submit an application on forms provided by the ~~Division~~ ~~Department~~ and:
- A)~~1~~) Pay the required fee set forth in Section 1175.100; and
- B)~~2~~) Provide evidence of successful completion of 14 hours of continuing education earned within the 2 years immediately preceding the restoration.
- 2) If restoring after active military service, the applicant shall submit a copy of the applicant's Honorable Discharge form (DD-214) and the current renewal fee.
- b) A person applying for restoration of a license as a cosmetologist that has been expired or been on inactive status for 5 years or more shall submit an application on forms provided by the ~~Division~~ ~~Department~~ along with either:
- 1) All of the following:
- A) Verification of employment as a cosmetologist in another jurisdiction within the 5 years preceding application for restoration;
- B) Certification of licensure from the licensing authority in the

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jurisdiction of employment stating that said practice was authorized;

- C) A complete work history showing all employment since the Illinois license lapsed or was placed on inactive status;
  - D) A completed Restoration Questionnaire;
  - E) Evidence of successful completion of 14 hours of continuing education earned within the 2 years immediately preceding restoration if restoring a cosmetology license; and
  - F) The required fee set forth in Section 1175.100; or
- 2) A copy of the applicant's DD-214 form and the current renewal fee, if restoring from active military service.
- c) An applicant for restoration who has not maintained a practice in another jurisdiction shall also submit official transcripts showing successful completion of a 250 hour refresher course from a licensed cosmetology or barber school or passage of the examination set forth in Section 1175.410 within 2 years prior to or within 2 years after application for restoration. A cosmetology applicant who completes this refresher course or takes the examination shall not be required to complete 14 hours of continuing education.
- d) If an applicant takes and fails the examination, the license will not be restored until such time as he/she has successfully completed the examination.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.435 Restoration – Cosmetology Teacher**

- a) A person applying for restoration of a certificate as a licensed cosmetology teacher or cosmetology clinic teacher that has been expired or been on inactive status for less than 5 years shall file an application, on forms provided by the ~~Division~~Department. An applicant shall also submit proof of 24 hours of continuing education in accordance with Section 1175.1200 earned within the 2 years preceding the restoration and the required fee set forth in Section 1175.100. If restoring after active military service, an applicant shall submit a copy of his/her DD-214 and the current renewal fee.

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- b) A person applying for restoration of a license as a cosmetology teacher or cosmetology clinic teacher that has been expired for 5 years or more shall submit an application on forms provided by the DivisionDepartment, along with either:
- 1) All of the following:
    - A) Verification of employment as a cosmetology teacher or cosmetology clinic teacher in another jurisdiction within the 5 years preceding application for restoration;
    - B) Certification of licensure from the licensing authority in the jurisdiction of employment;
    - C) Evidence of successful completion of 24 hours of continuing education earned within the 2 years immediately preceding the restoration;
    - D) A complete work history showing all employment since the Illinois teacher license lapsed;
    - E) A completed restoration questionnaire; and
    - F) The required fee set forth in Section 1175.100; or
  - 2) If restoring after active military service, a copy of the applicant's DD-214 form and the current renewal fee.
- c) An applicant for restoration of a cosmetology teacher license who has not maintained an active teaching practice in another jurisdiction shall submit official transcripts showing successful completion of a 250 hour cosmetology teacher refresher course or passage of the examination set forth in Section 1175.410 within 2 years prior to or within 2 years after application for restoration of a license. Those who successfully complete a 250 hour refresher course or take the examination shall not be required to complete continuing education before restoring a license.
- d) An applicant for restoration of a cosmetology clinic teacher license who has not maintained an active teaching practice in another jurisdiction shall submit official transcripts showing successful completion of a 60 hour cosmetology teacher

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refresher course or passage of the examination set forth in Section 1175.410 within 2 years prior to or within 2 years after application for restoration of a license. Those who successfully complete a 60 hour refresher course or take the examination shall not be required to complete continuing education before restoring a license.

- e) If an applicant takes and fails the examination, the license will not be restored until such time as he/she has successfully completed the examination.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART E: COSMETOLOGY SCHOOLS

**Section 1175.500 School Approval Application**

- a) An applicant for a cosmetology school license shall submit a completed application to the Division~~Department~~ with the following information and documentation:
- 1) A detailed floor plan consistent with the requirements of Section 1175.505 of this Part;
  - 2) A copy of a lease showing at least a 1 year commitment to the use of the school site or certification of ownership of the proposed school site;
  - 3) If owner is a corporation, a copy of the Articles of Incorporation;
  - 4) If owner is a partnership, a listing of all partners and their current addresses;
  - 5) A signed fire inspection report from the local fire inspection authority within 6 months prior to filing an application giving approval for use of the site as a school;
  - 6) A financial statement prepared by a public accountant licensed by the Division~~Department~~ pursuant to the Illinois Public Accounting Act who is not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months;
  - 7) A copy of the official student contract to be used by the school which shall

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be consistent with the requirements of Section 1175.510 of this Part;

- 8) A listing of all teachers, including their teacher license numbers, who will be in the school's employ;
  - 9) A copy of the curricula that will be followed;
  - 10) A copy of the school's official transcript; and
  - 11) The required fee set forth in Section 4-1.5(d) of the Act.
- b) New schools that wish to offer nail technology and/or esthetics in addition to cosmetology shall comply with Section 1175.805 and 1175.1105.
- c) When the above items have been received, the DivisionDepartment shall inspect the school premises, prior to school approval, to determine compliance with this Subpart. School operations shall not commence nor shall the school in any way solicit student enrollment, until the school has received written notice of approval from the DivisionDepartment. Approval will be granted if all of the requirements of Subpart E have been met.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.505 Physical Site Requirements**

- a) Space Requirements
- 1) A school shall have a minimum of 1,000 square feet of work space for a maximum of 20 students. An additional 30 square feet of work space is required for each additional student if attendance on the clinic floor exceeds 20 at any given time.
  - 2) Work space shall include: dispensary and laboratory area. Work space shall not include: classrooms, facial areas, rest rooms, halls, checkrooms, locker space, conference rooms, storage space or other areas or facilities for school administration.
  - 3) Separate restrooms for males and females shall be provided.
  - 4) Cloak space separate from the work space shall be provided which may be

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used both by students and the public.

- 5) A public waiting area must be provided and separated from the work area.
  - 6) Schools shall provide a student lounge area which shall be separated from the work area.
  - 7) All areas of the school shall be ventilated and lighted.
  - 8) Licensed cosmetology schools will not be required to comply with these requirements. However, if an existing licensed school expands, it will be required to comply with subsection (a) ~~above~~.
- b) Equipment Requirements – All equipment shall be in working condition and sufficient for the number of students enrolled. Minimum requirements for school equipment are:
- 1) An entrance sign designating the name of the school.
  - 2) A school seal.
  - 3) A time clock or other equipment necessary for verification of attendance and hours earned.
  - 4) Two facial chairs to be placed in an enclosed or screened area. Facial chairs shall only be used for facials.
  - 5) One facial supply cabinet containing astringents, lotions, creams, makeup and other necessary supplies for facials.
  - 6) Four shampoo chairs and 4 shampoo bowls with adequate hot and cold running water.
  - 7) One hood hair dryer for every 5 clinic stations.
  - 8) Clinic station shall have at least 3 feet per student in the class including electrical outlets, mirror space, wet sanitizer and either a barber chair or styling chair.
  - 9) Desk/table space and a chair for each student in the classroom.

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- 10) Locker space for each student in attendance.
  - 11) Adequate number of covered disposal cans placed at convenient locations.
  - 12) One covered container for soiled towels for each 10 students in clinical work area.
  - 13) Closed cabinets equipped for storing towels. Cabinets must have storage space for 10 dozen towels per 20 students in clinical work area.
  - 14) One mannequin for each student in attendance.
- c) Sanitary Regulations
- 1) Clean outer garments must be worn at all times. No open toed shoes shall be worn by students.
  - 2) All instruments shall be sanitized before and after use on each patron.
  - 3) Clean towels shall be used for each patron.
  - 4) Shampoo bowls must be sanitized after each use.
  - 5) Hands must be cleansed before and after serving each patron.
  - 6) After each patron is served, combs and brushes must be cleansed, then immersed in a disinfectant, then rinsed in water and dried. Combs and brushes shall be kept in a closed container apart from appliances that have not been disinfected.
  - 7) The head rests of any chair shall be protected with a disposable cover and changed after each patron.
  - 8) Non-disposable head coverings must be laundered and sanitized after each separate use.
  - 9) All powders, lotions, creams and other cosmetics shall be kept in clean, closed containers. All cosmetics shall be applied by sanitary applicators and removed from the container with a sanitary spatula.

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- 10) No owner, manager, teacher or school administrator shall knowingly permit any person suffering from a serious communicable disease as defined in 77 Ill. Adm. Code 690 to work on the premises, or knowingly permit a student to serve a patron with a serious communicable disease.
  - 11) No animals or pets, except animal assistants for the physically impaired~~seeing eye dogs~~, shall be permitted on school premises.
  - 12) The floors, walls and furniture shall be kept clean at all times.
  - 13) An adequate supply of hot and cold running water shall be available for school operation.
- d) Textbooks/Teaching Materials – Textbooks shall be provided for each student in attendance.
  - e) Teachers – The student/teacher ratio during clinical instruction shall not exceed a 2520 to 1 ratio.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.510 Enrollment Agreements and Refund Policies**

- a) All licensed cosmetology schools shall have enrollment agreements that meet the requirements of Section 3B-12 of the Act.
- b) All licensed cosmetology schools shall implement refund policies pursuant to Section 3B-13 of the Act and this Part.
  - 1) *When notice of cancellation is given after the fifth day following enrollment but before the completion of the student's first day of class attendance, the school may retain no more than the application and registration fee, plus the cost of any books or materials which have been provided by the school and retained by the student (Section 3B-13(b)). The cost of books, for purposes of refunds, is the cost of the books charged to the student, not the cost of the books to the school.*
  - 2) For students who enroll in and begin classes, tuition adjustment shall be made in the following manner:

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PERCENTAGE TIME TO TOTAL TIME OF COURSE	AMOUNT OF TOTAL TUITION OWED TO THE SCHOOL
0.01% to 4.9%	10%
5% to 9.9%	30%
10% to 14.9%	40%
15% to 24.9%	45%
25% to 49.9%	70%
50% and over	100%

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.515 Advertising**

All school advertising for patrons must ~~conspicuously~~ contain the words "Work Done Exclusively by Students" or "All Work Done by Students" displayed in a conspicuous manner.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.520 Recordkeeping – Transcripts**

- a) Each school shall provide an official transcript showing the entire program work of each student. The official transcript shall contain the following information:
- 1) School name and address;
  - 2) School seal;
  - 3) School license number;
  - 4) Signature of the owner, registrar or director of the school;
  - 5) Student's name, address and social security number;
  - 6) Actual dates student attended;
  - 7) Subject areas, hours earned and grades received;

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- 8) Any transfer hours citing the name and address of school transferred from, subject areas, hours earned and grades received;
  - 9) Final examination grades; and
  - 10) Graduation date.
- b) The official transcript and school records for each student who completed the program shall be permanently maintained by the school in the following manner:
- 1) If maintained on the school premises, they shall be maintained in a locked, fire-resistant cabinet. If official transcripts are maintained on a computer system, history tapes or discs of all official records must be stored in a locked, fire-resistant cabinet.
  - 2) If records cannot be maintained on the premises in locked fire-resistant cabinets, duplicate student records, including the official transcripts, shall be maintained at a separate location that shall be made known to the Division~~Department~~. Such records shall be accessible to Division~~Department~~ officials for inspection.
- c) An official transcript and school records for students who withdrew or dropped out of a program shall be maintained by the school for 7 years from the student's first day of attendance at the school.
- d) A copy of the transcript shall be given to the student upon graduation or other permanent exit from the school provided the student has met all financial obligations set forth in the enrollment agreement set forth in Section 3B-12 of the Act.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.525 Recordkeeping – Hours Earned**

- a) Student Hours. A licensed school of cosmetology, esthetics and nail technology shall have a written, published attendance policy.
  - 1) When determining student hours, a school may define its attendance requirements to include 100%~~percent~~ attendance for the program length or may allow excused absences for not more than 10%~~percent~~ of the

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program for satisfactory completion. Satisfactory completion is defined as completion of all theory and practical work as outlined in school's curricula.

- 2) Student attendance policies shall be written and applied uniformly and fairly.
  - 3) The school must maintain documentation of excused absences for a period of not less than 5 years.
  - 4) The school must maintain attendance records for each student to verify that the minimum attendance standard set forth by the school is being met.
- b) A complete and accurate record of hours of attendance for each student must be recorded and maintained by the school.
  - c) If a time clock is used, each student shall punch his/her own time card. No student, teacher or any other person shall punch the time card of another student. If a time clock is not used, there shall be another verifiable method used by the school to record student hours. The records must be in a form that allows the student to receive a written report of hours earned. This report of hours earned shall be provided to the student on a monthly basis.
  - d) Credit for hours earned away from the school premises shall be awarded only if students are supervised by a licensed instructor or by a licensed cosmetologist in the case of an internship. Credit hours for outside study may include workshops, educational programs, films, demonstrations and internship training in a registered salon.
  - e) Hours earned away from the school premises shall be recorded on school time forms. These forms shall include ~~the school seal,~~ name of student, event or program attended, date attended, signature of student, signature of supervising licensed instructor.
  - f) Instructors shall review the hours earned by each student monthly. Each month the instructor shall issue a signed monthly report to the student showing the actual number of hours earned by the student.
  - g) Time cards may be destroyed upon the student's permanent exit from the school and after all hours earned are recorded on the official transcript.

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- h) An hour is 60 minutes of instruction but not less than 50 minutes.
- i) A licensed instructor shall supervise all classroom and practical instruction. No credit shall be given for unsupervised study.
- j) A cosmetology student is not permitted to serve the public until he/she has successfully completed a combination of the 150 hours of basic training requirements specified in Section 1175.530(a) of this Part.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.530 Curriculum Requirements – Cosmetology**

Each licensed cosmetology school shall provide a program consisting of a minimum of 1500 clock hours or a 50 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:

- a) Basic Training – 150 hours of classroom instruction in general theory and practical application shall be provided ~~that~~<sup>which</sup> shall include a minimum of the following subject areas:

tools and their use

shampoo

understanding chemicals and use

types of hair

sanitation

hygiene

skin diseases and conditions

anatomy and physiology

electricity

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ethics

nail technology

esthetics

- b) Practical Chemical Application/Hair Treatment – 500 hours of instruction, which shall be a combination of classroom instruction and hands on experience, shall be provided in the following subject areas:

chemical safety

permanent waving

hair coloring, tinting and bleaching

hair relaxing

hair and scalp conditioning

shampooing, toning and rinsing

- c) Hair Styling/Hair Dressing – 475 hours of instruction in hair styling, which shall be a combination of classroom instruction and hands on experience, shall be provided in the following subject areas:

cutting

thinning

shaping

trimming

application of electrical/mechanical equipment

curling

hair treatments

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marcelling

- d) Shop Management, Sanitation and Interpersonal Relations – 200 hours of classroom instruction shall be provided in the following subject areas:

labor law

workers' compensation

client relations

bookkeeping

marketing and merchandising

emergency first aid

right-to-know laws

pertinent State and local laws and rules

business ethics

sanitation

electrical devices

personal grooming and hygiene

- e) Esthetics – 85 hours of instruction shall be provided
- f) Nail Technology – 55 hours of instruction shall be provided
- g) Electives – 35 hours
- h) Internship program is an optional part of the curriculum. Each licensed cosmetology school may choose to set up an internship program and shall follow the guidelines set forth in this subsection [\(h\)](#):

- 1) An internship program:

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- A) May be substituted for 150 hours of the 1500 hours as set forth in this Section.
  - B) May be part of the curriculum of a licensed cosmetology school and shall be an organized preplanned training program designed to allow a student to learn hair dressing, sanitation, safety and shop management, hair treatment, nail technology and esthetics under the direct supervision of a licensed cosmetologist in a registered salon.
- 2) A student in the internship program:
- A) May participate in an internship program only after completing 750 hours of training with a minimum average grade of 80. A school may, however, set the average grade higher and set other standards that a student must meet to participate in the internship program.
  - B) May not spend more than 150 hours in an internship program.
  - C) May not be paid while participating in this internship program as it is a part of the cosmetology curriculum of the school.
  - D) May work a maximum of 8 hours a day and shall be required to spend 1 day a week at the school.
  - E) Shall be under the direct on site supervision of a licensed cosmetologist. Only 1 student shall be supervised by 1 licensed cosmetologist.
- 3) A licensed cosmetology school shall state clearly in the student contract that the school offers an internship program.
- 4) The licensed cosmetology school shall enter into a contract with the student, the registered salon and licensed cosmetologist. The contract shall contain all the provisions set forth in subsection (h)(2) of this Section and any other requirements of the internship established by the school. The contract shall be signed by the student, the school and the licensed cosmetologist. Any party to the contract may terminate the contract at any time.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.535 Curriculum Requirements – Cosmetology Teacher**

- a) An approved school that intends to provide teacher training must utilize a teacher program that includes a minimum of 1000 clock hours or a 34 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:
- 1) 500 hours of Post-Graduate School Training that includes all subjects in the basic cosmetology curriculum in Section 1175.530, including theory and practice. Presentation of material must include the concepts that are intended to be taught and the skills to be acquired during the various phases of basic education.
  - 2) 20 hours of Educational Psychology that shall include, but not be limited to, topics in educational objectives, student characteristics and development, the learning process and an evaluation of learning that relates to teaching. These hours shall be waived on behalf of cosmetology teacher students who have completed a course in Educational Psychology at an accredited college or university.
  - 3) 20 hours of Teaching Methods (Theory) that shall include, but not be limited to, topics in individual differences in learning, lesson planning and design, lesson delivery, assessment of learning performance, classroom management, student motivation and classroom climate. These hours shall be waived on behalf of cosmetology teacher students who have completed a course in Teaching Methods-Secondary Level at an accredited college or university.
  - 4) 150 hours of Application of Teaching Methods that include preparation and organization of subject matter to be presented on a unit by unit basis and presentation of subject matter through application of varied methods (lecture, demonstration, testing and assignments). Presentations must provide teaching objectives to be accomplished and correlate theoretical with practical application.
  - 5) 50 hours of Business Methods that include inventory, recordkeeping, interviewing, supplies, the Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 and 68 Ill. Adm. Code 1175.

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- 6) 260 hours of Student Teaching under the on-site supervision of an Illinois licensed teacher. The student teacher shall present theoretical and practical demonstrations to students in the basic curriculum.
- b) The approved program for a 500 hour Teacher Training Course shall be based ~~on upon~~ 2 years of practical experience and shall consist of the Teacher Training Curriculum outlined in subsection (a) of this Section with the exception of the 500 hours of ~~post-graduate training~~ ~~Post-Graduate Training~~.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.536 Curriculum Requirements – Cosmetology Clinic Teacher**

- a) An approved school that intends to provide cosmetology clinic teacher training must utilize a teacher program that includes a minimum of 250 clock hours or a 9 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:
  - 1) 20 hours of Educational Psychology that shall include, but not be limited to, topics in educational objectives, student characteristics and development, the learning process and an evaluation of learning that relates to teaching. These hours shall be waived on behalf of cosmetology teacher students who have completed a course in Educational Psychology at an accredited college or university.
  - 2) 20 hours of Teaching Methods (Theory) that shall include, but not be limited to, topics in individual differences in learning, lesson planning and design, lesson delivery, assessment of learning performance, classroom clinic management, student motivation and clinic climate. These hours shall be waived on behalf of cosmetology teacher students who have completed a course in Teaching Methods – Secondary Level at an accredited college or university.
  - 3) 10 hours of Business Methods that include inventory, recordkeeping, interviewing, supplies, the Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 and 68 Ill. Adm. Code 1175.
  - 4) 200 hours of Student Teaching under the on-site supervision of an Illinois licensed cosmetology teacher. The student teacher shall supervise clinic

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students and present practical demonstrations to students in the clinic portion of the basic cosmetology curriculum.

- b) Completion of an instructor's institute of 20 hours as provided in Section 3-4 of the Act may be done in lieu of the 250 hour clinic teacher curriculum if an individual has obtained a minimum of 2 years of practical experience working at least 30 full time hours per week as a licensed cosmetologist prior to submitting an application for examination. This institute shall, at a minimum, consist of 10 hours of Educational Psychology and 10 hours of Teaching Methods (Theory). The approved curriculum for a 250 hour Clinic Teacher Training Program shall be based upon 2 years of practical experience.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.540 Final Examination**

- a) A school shall require each candidate for graduation to pass a final examination that shall test the student's theoretical and practical knowledge of the curriculum studied.
- b) The practical examination shall test the candidate's skills in the following areas:
- 1) Hair cutting
  - 2) Thermal curl and blow drying;
  - 3) Chemical permanent waving and relaxing;
  - 4) Hair coloring and lightening;
  - 5) Esthetics; and
  - 6) Nail technology.
- c) The examination shall be administered by the uniform application of standard performance criteria established by the school for each skill area. The standard performance criteria for each skill area shall be delineated in the examination records as specified in subsection (h); below.
- d) A passing score of 75 or greater shall be required on both the theoretical and

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practical portions of the final examination.

- e) The school shall allow each candidate for graduation at least 3 attempts to pass the final exam.
- f) The Division~~Department~~ may monitor the administration of the final examination:
  - 1) As a result of a complaint received;
  - 2) For random sampling;
  - 3) To collect data; and/or
  - 4) When the failure rate on the licensure examination for school graduates is greater than 25%.
- g) The Division~~Department~~ shall maintain records of each school's graduate failure rate on the licensing examination. The records shall reflect only first examination attempts for each graduate. The examination results shall not count toward the failure rate on the licensing examination if the student transfers to the school from a closed school with one-half or more of the required hours for graduation.
- h) The school shall maintain records of the final examination for a period of no less than 5 years in the manner prescribed in Section 1175.520 of this Part. These records shall include:
  - 1) A copy of the final examination administered; and
  - 2) Each student's examination grades.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.545 Change of Ownership**

- a) When the ownership of an approved school changes, the new owner shall, within 5 working days from the date title to the school is transferred, mail to the Division~~Department~~ the following:
  - 1) An affidavit stating that the contract is contingent on a certificate being issued to the new owner. If this is not provided, the school must close on

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the date of the transfer and remain closed until a new certificate is issued;

- 2) A signed and completed school application;
- 3) A floor plan drawn to scale if any expansion is to be done by the new owner;
- 4) A copy of a lease agreement showing at least a 1 year commitment or certification of school site ownership;
- 5) A copy of the enrollment agreement that will be utilized by the new owner;
- 6) A copy of the written, published attendance policy that will be utilized by the new owner;
- 7) A copy of curricula that will be used by the new owner;
- 8) A sample copy of the school's official transcript;
- 9) A Commitment Statement, as provided in the licensure application packet, signed and dated by the school's chief managing employer and a statement signed and dated by each partner or each officer of the corporation;
- 10) List of all the names, addresses and current status of all schools in which the applicant has previously owned any interest, and a declaration as to whether any of these schools were ever denied accreditation or licensing or lost accreditation or licensing from any government body or accrediting agency;
- 117) If owner is a corporation, a copy of the Articles of Incorporation;
- 128) If owner is a partnership, a listing of all partners and their addresses;
- 139) A signed inspection report by the local fire inspection authority within 6 months prior to application approving the school site;
- 1410) A financial statement prepared by a public accountant licensed by the Division~~Department~~ pursuant to the Illinois Public Accounting Act who is not an employee of the school, indicating sufficient current finances exist

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to operate the school for at least 3 months;

1544) If a name change is to also occur, the new owner must submit a sample of the new school seal and a photo of the new school sign; and

1642) The required fee set forth in Section 1175.100.

- b) Once the ~~above~~ items listed in subsection (a) have been received, the Division~~Department~~ shall conduct an inspection prior to approval of the change of ownership. Approval will be granted if all of the requirements of Subpart E have been met.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.550 Change of Location**

- a) When the location of an approved school is changed, the school owner shall submit to the Division~~Department~~ the following:
- 1) Written notice to the Division~~Department~~ at least 30 days in advance of the school site change;
  - 2) A signed and completed school application;
  - 3) A floor plan;
  - 4) A copy of a lease agreement showing at least a 1 year commitment or certification of ownership of school site;
  - 5) A signed inspection report by the local fire inspection authority within 6 months prior to application approving the site; and
  - 6) The required fee set forth in Section 1175.100.

- b) Once the ~~above~~ items listed in subsection (a) have been received, the Division~~Department~~ shall inspect the premises to determine compliance with this Part. School operations shall not commence at the new location nor may the school in any way solicit student enrollment until the owners have received written notice of approval from the Division~~Department~~. Approval will be granted if all of the requirements of Subpart E have been met.

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- c) If the change of location is due to natural destruction of the original premises, a temporary site may be used to teach theory classes only.
- 1) The temporary site must be inspected prior to its use and must possess light and ventilation, tables and chairs for the number of students in a classroom, and must be clean.
  - 2) The temporary site may be used for a period of 2 months. The 2 month period can be extended for good cause. Good cause includes, but is not limited to, unexpected delays in construction, delays in lease arrangements, or delays in equipment delivery.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.555 Change of Name**

When changing the name of a licensed school, a written request for a name change, along with the required fee specified in Section 1175.100, shall be mailed 30 days in advance of any name change. The ~~Division~~~~Department~~ shall then issue a new certificate. At the time of the change of name, all identifying signs and materials must be changed to conform with the new name on the school license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.560 Expansion**

- a) Written notice shall be given to the ~~Division~~~~Department~~ 30 days prior to any expansion of an approved school.
- b) Off-Site Classrooms
- 1) When the expansion will result in an off-site classroom location, a completed school application must be submitted along with:
    - A)1) A detailed floor plan drawn to scale;
    - B)2) A copy of a lease showing at least a 1 year commitment to the use of the site or certification of ownership of the proposed site;

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- ~~C)3)~~ A signed fire inspection report from a local fire authority within 6 months prior to application giving approval for use of the site as a classroom location;
- ~~D)4)~~ A statement from the school owner outlining the purpose of the classroom location;
- ~~E)5)~~ A listing of any and all additional teachers who will be added to the teaching staff as a result of the expansion;
- ~~F)6)~~ A financial statement prepared by a public accountant licensed by the ~~Division~~Department pursuant to the Illinois Public Accounting Act who is not an employee of the school, indicating sufficient finances exist to operate the school for at least 3 months; and
- ~~G)7)~~ The required fee set forth in Section 1175.100.
- 2) An off-site classroom location is defined as a separate classroom that is located within 5 miles of the main school site that serves to provide adequate space in which to train an overflow of students. A clinic may not be operated at an off-site classroom location. A school may establish only 1 off-site classroom location. All identifying signs and materials must reflect the name of the main school.
- c) When an on-site expansion is to accommodate an increased enrollment, a completed school application shall be submitted along with:
- 1) A detailed floor plan;
  - 2) A statement from the school owner outlining the purpose of the expansion;
  - 3) A listing of any and all additional teachers who will be added to the teaching staff as a result of the expansion; and
  - 4) The required inspection fee.
- d) Upon receipt of the ~~above~~ items listed in subsections (b) and (c), the ~~Division~~Department shall inspect the expansion site to determine compliance with this Part. The site shall not be used until such inspection has occurred and the owner has received written notification of approval from the ~~Division~~Department.

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Approval will be granted if all of the requirements of Subpart E have been met.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.565 Discontinuance of Program**

- a) The Division~~Department~~ shall receive a minimum of 30 days written notice of a school's intent to discontinue its program. The notice shall include the exact location where the student records are to be stored.
- b) The school owner shall notify the Division~~Department~~ in writing of the actual closing date of the school.
- c) All school records shall be maintained after the school closes.
- d) The school must continue to meet the requirements of the Act and this Part until the actual closing date.
- e) Each student enrolled at the time of discontinuation must be provided an official transcript of all hours earned while enrolled in the program.
- f) Students who have acquired 750 or more clock hours before their school closes shall be allowed to transfer all accumulated hours to another licensed cosmetology school. Schools accepting these hours shall not be credited with the students' pass/fail statistics, set forth in Section 1175.570(b), resulting from their first attempt on the Illinois Cosmetology examination.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.570 Withdrawal of Approval**

- a) The Division~~Department~~ may withdraw, suspend or place on probation, pursuant to 68 Ill. Adm. Code 1110, the approval of a school of cosmetology when the quality of the program has been affected by any of the following causes:
  - 1) Gross or repeated violations of any provisions of the Act or this Part;
  - 2) Fraud or dishonesty in furnishing transcripts or documentation for evaluation of the school;

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- 3) Failure to meet the criteria for school approval in Section 1175.500;
  - 4) Failure to administer the final examination as specified in this Part;
  - 5) Failure to maintain final examination grades for each student and a master of the examination administered as specified in this Part;
  - 6) Fraud or dishonesty in providing transcripts to students who have fulfilled all obligations under Section 1175.510;
  - 7) Failure to provide transcripts to students;
  - 8) A finding by the U.S Office of Education or Illinois State Scholarship Commission that a school has misappropriated or misused grant or loan monies or has aided in obtaining such monies by providing fraudulent or untruthful information; or
  - 9) Any other violations of the Act and this Part.
- b) Performance Record on Licensing Examination
- 1) When a school's graduates have 25% or greater failure rate on the licensing examination, Division~~Department~~ approval of a school shall be reviewed pursuant to Section 1175.500.
  - 2) The performance record of a school's graduates on the licensing examination as compared with the statewide performance record shall be considered by the Division~~Department~~ when reviewing Division~~Department~~ approval of a school.
  - 3) The Division~~Department~~ shall give written notice and a hearing pursuant to 68 Ill. Adm. Code 1110 when Division~~Department~~ approval of a school is being reviewed.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART G: ESTHETICS

**Section 1175.700 Examination – Esthetics**

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- a) Eligibility. Each applicant must meet the following requirements:
- 1) Be at least 16 years of age.
  - 2) Pursuant to Section 3A-2 of the Act:
    - A) Be a high school graduate or its equivalent or be beyond the age of compulsory school attendance; and
    - B) Graduate from an esthetics or cosmetology school approved by the ~~Division~~Department to teach esthetics in accordance with Subpart H of this Part, which includes a 750 hour program in the study of esthetics extending over a period of not less than 18 weeks nor more than 4 consecutive years.
- b) Application. Each applicant shall file an application for examination, on forms provided by the ~~Division~~Department, at least 45 days prior to an examination date. The application shall include:
- 1) An official transcript showing successful completion of the required training outlined in subsection (a) ~~above~~ and a passing grade on the final examination administered by the school as set forth in Section 1175.845; or official transcripts showing successful completion of remedial training (125 hour refresher course) when required by Section 3A-2 of the Act;
  - 2) Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order) if different than shown on the supporting documents;
  - 3) If licensed as an esthetician or holding a related license in another state, a certification of licensure from the state of original licensure and from the state of current licensure or most recent practice;
  - 4) A complete work history since graduation from an esthetics school or a cosmetology school approved to teach esthetics; and
  - 5) The required fee set forth in Section 1175.100.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.705 Examination – Esthetics Teacher and Esthetics Clinic Teacher**

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- a) Eligibility. Each applicant must meet the following requirements pursuant to Section 3A-3 of the Act prior to filing an application for the esthetics teacher examination.
- 1) Be at least 18 years of age;
  - 2) Be a high school graduate or its equivalent;
  - 3) Hold a current license as a cosmetologist or esthetician;
  - 4) For esthetics teacher:
    - A) Complete a program of 500 hours of teacher training in an approved cosmetology or esthetics school and 2 years of experience as a licensed cosmetologist or esthetician within 5 years preceding application; or
    - B) Complete a program of 750 hours of teacher training in a licensed cosmetology school approved to teach esthetics or in an esthetics school; and
  - 5) For esthetics clinic teacher: An official transcript from an approved school of esthetics or cosmetology showing successful completion of a program of 250 hours of clinic teacher training as outlined in Section 1175.536 or 1175.841 of this Part and 2 employment verification forms showing at least 2 years of practical experience as a licensed cosmetologist within 5 years prior to application.
- b) Application. Each applicant shall file an application, on forms provided by the ~~Division~~Department, at least 45 days prior to an examination date. The application shall include:
- 1) Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order) if different than shown on supporting documents;
  - 2) The required fee set forth in Section 1175.100;
  - 3) For an esthetics teacher:

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- A) An official transcript from an approved school of esthetics or cosmetology showing successful completion of a 500 hour program of teacher training as outlined in Section 1175.535 or 1175.840 of this Part and 2 employment verification forms showing at least 2 years of the last 5 years preceding the examination of practical experience as a licensed esthetician or cosmetologist; or
- B) An official transcript from an approved school of esthetics or cosmetology showing completion of a program of 750 hours of teacher training as outlined in Section 1175.535 or 1175.840 of this Part;
- 4) For an esthetics clinic teacher:
- A) An official transcript from an approved school of esthetics or cosmetology showing successful completion of a program of 250 hours of clinic teacher training; ~~or as outlined in Section 1175.536 or 1175.841 of this Part and 2 employment verification forms showing at least 2 years of the last 5 years preceding the examination of practical experience as a licensed esthetician or cosmetologist;~~
- B) Proof that the teacher, within 5 years preceding the examination, has obtained a minimum of 2 years of practical experience working at least 30 full time hours per week as a licensed esthetician and has completed an instructor's institute of 20 hours, approved by the Division, prior to submitting an application for examination;
- 5) A complete work history since graduation from an esthetics or cosmetology school;
- 6) A copy of the applicant's current Illinois esthetician or cosmetology license;
- 7) For any person who holds a cosmetologist's license, a certificate of competency in the use of machines (steamer, disencrustation machine, etc.) utilized in the practice of esthetics. Such certificate shall be from the school of cosmetology or esthetics or the manufacturer of such machines used in esthetics; and

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- 8) If licensed in another state, a certification of licensure from the state of original licensure and from the state of current licensure or most recent practice.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.710 Examination Requirements**

- a) Examinations shall be administered by the ~~Division~~Department or its designated testing service for estheticians, esthetics teachers and esthetics clinic teachers and shall cover both theoretical and practical knowledge that shall include but not be limited to: subject matter as set forth in Section 3A-5 of the Act.

- 1) Product chemistry;
- 2) Sanitary rules and regulations;
- 3) Sanitary procedures;
- 4) Chemical service procedures;
- 5) Knowledge of the anatomy of the skin as it relates to applicable services under the Act;
- 6) The provisions and requirements of the Act; and
- 7) Labor and compensation laws.

- b) The passing grade on each examination is 75.

- c) Retakes

- 1) Esthetician. An applicant who fails to pass a third examination to become a licensed esthetician must submit an official transcript from a cosmetology school approved to teach esthetics or an esthetics school approved by the ~~Division~~Department showing successful completion of a 125 hour refresher course prior to taking the examination a fourth time.
- 2) Esthetics Teacher or Esthetics Clinic Teacher. An applicant who fails to

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pass a third examination to become a licensed esthetics teacher or esthetics clinic teacher must submit an official transcript from a licensed esthetics or cosmetology school approved to instruct esthetics teachers showing successful completion of an 80 hour refresher course prior to taking the examination a fourth time.

- 3) An applicant, upon failing the fourth examination to become a licensed esthetician, esthetics teacher or esthetics clinic teacher, must submit an official transcript from an approved esthetics or cosmetology school showing successful repetition of the entire program of training prior to taking the examination a fifth time.
- 4) For purposes of the examination retakes, the fifth attempt shall count as the first.
- 5) An applicant shall make a written request for an examination retake at least 45 days in advance of the examination date. Such a request must include the required examination fee and official transcripts when further study is required in accordance with subsections (c)(1) and (2).

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.715 Application for Licensure**

- a) Applicants for licensure based on examination shall submit to the Division~~Department~~:
  - 1) A signed and completed licensure application which the applicant will receive with the notification of successful completion of the examination;
  - 2) Proof of name change (i.e., marriage license, divorce decree, affidavit or court order) if different from that shown on pre-printed licensure application; and
  - 3) The required fee set forth in Section 1175.100.
- b) Cosmetology teachers licensed in Illinois who are applying for an esthetics teacher's license will not be required to take the examination set forth in Section 1175.705. An application shall be submitted to the Division that ~~Department~~ which-includes:

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- 1) A copy of the applicant's~~their~~ current cosmetology teacher license;
  - 2) A complete work history since completion of teacher training;
  - 3) A certificate of competency in the use of machines (steamer, disencrustation machine, etc.) utilized in the practice of esthetics. Such certificate shall be from the school of cosmetology or esthetics or the manufacturer of such machines used in esthetics; and
  - 4) The required fee set forth in Section 1175.100.
- c) A licensed cosmetology teacher who will be teaching esthetics in an approved esthetics school or in a cosmetology school approved to teach esthetics, however, will be required to submit a written request to the Division~~Department~~ notifying it of his/her intent to teach esthetics.
- 1) The written request shall be accompanied by:
    - A) A copy of his/her cosmetology teacher license; and
    - B) A certificate of competency in the use of machines (steamer, disencrustation machine, etc.) utilized in the practice of esthetics. Such certificate shall be from the school of cosmetology or esthetics or the manufacturer of such machines used in esthetics.
  - 2) The Division~~Department~~ shall issue a letter of authority to the individual that he/she is approved to teach esthetics in Illinois.
- d) Nothing in this Part requires a licensed cosmetologist to obtain a license to practice esthetics or a licensed cosmetology teacher to obtain a license to practice or to teach esthetics.
- e) Nail technology teachers licensed in Illinois who are applying for an esthetics teacher's license will not be required to take the examination set forth in Section 1175.710. An application shall be submitted to the Division~~Department~~ that includes:
- 1) A copy of his/her current nail technology teacher license;

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- 2) A copy of his/her esthetics license;
- 3) A complete work history since obtaining a nail technology teacher license;
- 4) Either:
  - A) Proof of two years experience as an esthetician; or
  - B) An official transcript verifying completion of 250 hours of Post-Graduate School Training that includes all subjects in the basic esthetics curriculum in Section 1175.835, including theory and practice. Presentation of material must include the concepts that are intended to be taught and the skills to be acquired during the various phases of basic education; and
- 5) The required fee set forth in Section 1175.100.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.720 Endorsement**

- a) An applicant who is currently licensed as an esthetician in another jurisdiction and who is seeking licensure in Illinois by endorsement shall file an application, on forms provided by the Division~~Department~~, which shall include:
  - 1) A certification from the jurisdiction of original licensure stating:
    - A) A brief description of any licensure examination taken and the grades received; and
    - B) Whether the applicant's file contains any record of disciplinary actions taken or pending;
  - 2) Official transcripts from the schools attended by the applicant showing the programs completed and the hours received with the school seal affixed;
  - 3) Certification of current licensure if other than original licensure;
  - 4) A complete work history showing all employment since graduation from

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esthetics school to present;

- 5) Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order) if name is other than that shown on attached documents;
  - 6) The required fee set forth in Section 1175.100; and
  - 7) A copy of the licensing Act applicable on the date of original licensure showing the requirements for licensure if requested by the ~~Division~~Department in the application review. The ~~Division~~Department will make such a request if the application materials are incomplete.
- b) An applicant who is currently licensed as an esthetics teacher or esthetics clinic teacher in another jurisdiction and who is seeking licensure in Illinois by endorsement shall file an application, on forms provided by the ~~Division~~Department, ~~that~~which shall include:
- 1) A certification from the jurisdiction of original licensure stating:
    - A) A brief description of any licensure examination taken and the grades received; and
    - B) Whether the applicant's file contains any record of disciplinary action taken or pending;
  - 2) Official transcripts from the schools attended by the applicant showing the programs completed and the hours received with the school seal affixed;
  - 3) Certification of current licensure if other than original licensure;
  - 4) Either:
    - A) Two Verification of Employment forms submitted by an applicant who completed a program of at least 500 hours of teacher training. An esthetics teacher applicant shall submit verification of 2 years of lawful practice as an esthetician; or
    - B) Two Verification of Employment forms submitted by an applicant who completed a program of at least 250 hours of clinic teacher

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training. An esthetics clinic teacher applicant shall submit verification of 2 years of lawful practice as an esthetician; or

- C) Two Verification of Employment forms indicating 3 years of lawful practice in another jurisdiction submitted by an applicant who is applying as an esthetics teacher or esthetics clinic teacher on the basis of 3 years of lawful practice;
- 5) A complete work history showing all employment since graduation from basic esthetics school to present;
- 6) Proof of name change (i.e., marriage license, divorce decree, affidavit or court order) if name is other than that shown on any of the documents submitted;
- 7) The required fee set forth in Section 1175.100; and
- 8) A copy of the licensing Act applicable on the date of original licensure showing the requirements for licensure if requested by the ~~Division~~Department in the application review. The ~~Division~~Department will make such a request if the application materials are incomplete.
- c) An applicant for licensure as an esthetician who is licensed in another jurisdiction shall be given 300 hours of educational credit for every 12 month period during which he/she was lawfully employed as an esthetician. To obtain credit for work experience, the applicant must submit verification of employment in support of the work experience on forms provided by the ~~Division~~Department. A certification of licensure from the jurisdiction in which the lawful practice is claimed must also be submitted.
- d) An applicant applying for licensure as an esthetician, esthetics teacher or esthetics clinic teacher on the basis of endorsement who has previously failed the licensing examination in Illinois shall not be approved for licensure on the basis of endorsement unless and until he/she provides verification of successful completion of a substantially equivalent licensure examination and fulfills the requirements set forth in Section 1175.710(c). The successful completion of the substantially equivalent examination and fulfillment of applicable requalification requirements must occur after the most recently failed examination attempt in Illinois.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.725 Renewals**

- a) Every license issued under the Act shall expire as follows:
  - 1) Esthetics teacher, esthetics clinic teacher and esthetics school licenses shall expire on September 30 of each even numbered year.
  - 2) Esthetician licenses shall expire on September 30 of each odd numbered year.
  - 3) The holder of a license may renew the license during the month preceding its expiration date.
- b) Applicants for renewal shall:
  - 1) Return a completed renewal application.
  - 2) Esthetician. Certify on the renewal application to successful completion of a minimum of 10 hours of continuing education from a sponsor registered with the DivisionDepartment, in accordance with Section 1175.1200 of this Part, within the 2 years prior to the expiration date of the license.
  - 3) Esthetics Teacher and Esthetics Clinic Teacher. Certify on the renewal application to successful completion of a minimum of 20 hours of continuing education from a sponsor registered with the DivisionDepartment, in accordance with Section 1175.1200 of this Part, within the 2 years prior to the expiration date of the license. Ten of the 20 hours shall be in the following areas:
    - A) Teaching methodology;
    - B) Educational psychology;
    - C) Classroom management; or
    - D) Other teaching related courses.

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- 4) Submit the required fee set forth in Section 1175.100.
- c) A renewal applicant is not required to comply with continuing education for the first renewal after issuance of original license.
- d) The Division~~Department~~ may require additional evidence demonstrating compliance with the CE requirements (i.e., certificate of attendance or certificate of completion). It is the responsibility of each renewal applicant to retain or otherwise produce evidence of such compliance. Such evidence shall be required in the context of the Division's~~Department's~~ random audit.
- e) It is the responsibility of each licensee to notify the Division~~Department~~ of any change of address. Failure to receive a renewal form from the Division~~Department~~ shall not constitute an excuse for failure to renew a license.
- f) Practicing or operating on a license that has expired shall be considered unlicensed activity and shall be grounds for discipline pursuant to Section 4-7 of the Act.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.730 Restoration – Esthetics**

- a) A person applying for restoration of a license as an esthetician that has been expired for less than 5 years shall submit an application on forms provided by the Division~~Department~~ and either:
  - 1) All of the following:
    - A) pay the required fee; and
    - B) provide evidence of successful completion of 10 hours of continuing education in accordance with Section 1175.1200 of this Part; earned within the 2 years immediately preceding the restoration
  - 2) If restoring after active military service, a copy of the applicant's Honorable Discharge form (DD-214) and the current renewal fee.
- b) A person applying for restoration of a license as an esthetician that has been

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expired for 5 years or more shall submit an application on forms provided by the Division~~Department~~ along with either:

- 1) All of the following:
    - A) Verification of employment attesting to lawful practice in another jurisdiction within the 5 years preceding application for restoration;
    - B) Certification from the appropriate licensing authority in the jurisdiction in which lawful practice is claimed;
    - C) A complete work history showing all employment since the Illinois license lapsed or was placed on inactive status;
    - D) A completed Restoration Questionnaire;
    - E) Evidence of successful completion of 10 hours of continuing education earned within the 2 years immediately preceding restoration; and
    - F) The required fee set forth in Section 1175.100; or
  - 2) If restoring from active military service, a copy of the applicant's DD-214 and the current renewal fee.
- c) An applicant for restoration who has not maintained a lawful practice (as determined by the laws of that jurisdiction) in another jurisdiction shall also submit official transcripts showing successful completion of a 125 hour esthetics refresher course from an approved cosmetology or esthetics school or pass the esthetics licensure examination pursuant to Section 1175.710 within 2 years prior to or within 2 years after application for restoration. An applicant who completes this refresher course or takes the examination shall not also be required to complete 10 hours of continuing education.
- d) If an applicant takes and fails the examination, the license will not be restored until such time as he/she has successfully completed the examination.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

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**Section 1175.735 Restoration – Esthetics Teacher**

- a) A person applying for restoration of a license as an esthetics teacher or esthetics clinic teacher that has been expired or been on inactive status for less than 5 years shall submit an application on forms provided by the DivisionDepartment. An applicant shall also submit evidence of successful completion of 20 hours of continuing education in accordance with Section 1175.1210 earned within the 2 years immediately preceding the restoration and the required fee set forth in Section 1175.100. If restoring after active military service, an applicant shall submit a copy of the applicant's Honorable Discharge form (DD-214) and the current renewal fee.
- b) A person applying for restoration of a certificate as an esthetics teacher or esthetics clinic teacher that has been expired for 5 years or more shall submit an application on forms provided by the DivisionDepartment, along with either:
  - 1) All of the following:
    - A) Verification of employment as an esthetics teacher or esthetics clinic teacher in another jurisdiction within the 5 years preceding application for restoration;
    - B) A certification from the appropriate licensing authority in the jurisdiction in which lawful practice is claimed;
    - C) Evidence of successful completion of 20 hours of continuing education earned within 2 years immediately preceding restoration;
    - D) A complete work history showing all employment since the Illinois esthetics teacher or esthetics clinic teacher license lapsed;
    - E) A completed restoration questionnaire; and
    - F) The required fee set forth in Section 1175.100; or
  - 2) If restoring after active military service, a copy of the applicant's DD-214 form and the current renewal fee.
- c) An applicant for restoration of an esthetics teacher license who has not maintained a lawful esthetics teaching practice (as determined by the laws of that jurisdiction)

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in another jurisdiction shall submit official transcripts showing successful completion of a 125 hour teacher refresher course from an approved esthetics or cosmetology school or pass the esthetics teacher examination in accordance with Section 1175.710 within 2 years prior to application for restoration. An applicant who completes this refresher course shall not also be required to complete 20 hours of continuing education.

- d) An applicant for restoration of an esthetics clinic teacher license who has not maintained an active teaching practice in another jurisdiction shall submit official transcripts showing successful completion of a 60 hour teacher refresher course or passage of the examination set forth in Section 1175.710 within 2 years prior to or within 2 years after application for restoration of a license. Those who successfully complete a 60 hour refresher course or take the examination shall not be required to complete continuing education before restoring a license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART H: ESTHETICS SCHOOLS

**Section 1175.800 Esthetics School Application**

- a) An applicant for an esthetics school license shall submit a completed application to the ~~Division~~Department with the following information and documentation:
- 1) A detailed floor plan consistent with the requirements of Section 1175.810(a)(1) of this Part;
  - 2) A copy of a lease showing at least a 1 year commitment to the use of the school site or certification of ownership of the proposed school site;
  - 3) If owner is a corporation, a copy of the Articles of Incorporation;
  - 4) If owner is a partnership, a listing of all partners and their current addresses;
  - 5) A signed fire inspection report from the local fire authority within 6 months prior to application giving approval for use of the site as a school;
  - 6) A financial statement prepared by a public accountant licensed by the ~~Division~~Department pursuant to the Illinois Public Accounting Act who is

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not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months;

- 7) A copy of the official enrollment agreement to be used by the school which shall be consistent with the requirements of Section 1175.815 of this Part;
  - 8) A listing of all esthetics and cosmetology teachers, including their teacher license numbers, who will be in the school's employ;
  - 9) A copy of the curricula that will be followed;
  - 10) A copy of the school's official transcript; and
  - 11) The required fee set forth in Section 1175.100.
- b) When the ~~above~~ items listed in subsection (a) have been received, the Division~~Department~~ shall inspect the school premises, prior to school approval, to determine compliance with this Subpart. School operations shall not commence nor shall the school in any way solicit student enrollment, until the school has received written notice of approval from the Division~~Department~~. Approval will be granted if all of the requirements of this Subpart H have been met.
- c) Esthetics schools shall only offer instruction in esthetics and esthetics teacher education.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.805 Cosmetology Schools Approved to Teach Esthetics**

- a) Existing cosmetology schools that wish to provide esthetics instruction shall:
  - 1) provide 200 square feet of space to accommodate 5 work stations and a maximum of 10 students. If attendance exceeds 10 on the clinic floor at any time, an additional 40 square feet is required for each additional work station required by subsection (a)(4)(B) of this Section. The use of this space shall not reduce the square footage for the conduct of an approval cosmetology school below the minimum requirements set forth in this Part.

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- 2) File an application with the DivisionDepartment, on forms provided by the DivisionDepartment, which shall include:
  - A) A detailed floor plan;
  - B) A signed copy of fire inspection report from the local fire authority within 6 months prior to application giving approval for use of the site as a school;
  - C) A financial statement prepared by a public accountant licensed by the DivisionDepartment pursuant to the Illinois Public Accounting Act who is not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months;
  - D) A copy of the enrollment agreement to be used by the school;
  - E) A copy of the esthetics curriculum;
  - F) A listing of all esthetics and cosmetology teachers, including their teacher license numbers, who will be in the school's employ;
  - G) A copy of the school's official transcript; and
  - H) The required fee set forth in Section 1175.100.
- 3) When the ~~above~~ items listed in subsection (a)(2) have been received, the DivisionDepartment shall inspect the school premises, prior to school approval, to determine compliance.
- 4) In addition, the school shall have the following:
  - A) At least one facial chair for every 2 students enrolled.
  - B) At least one work station or position for every 2 students.
  - C) Every work station shall have 1 set of facial equipment to include manual, mechanical, or electrical apparatus as follows:
    - i) Steamer

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- ii) Brushing
  - iii) Vacuum/spray machine
  - iv) Glass electrode or high frequency current
  - v) Disencrustation machine
  - vi) One magnification lamp
  - vii) Woods lamp.
- D) Provide an esthetics curriculum in accordance with Sections 1175.835 and 1175.840.
- b) Cosmetology schools approved to teach esthetics shall be required to comply with all provisions in this Part except for Section 1175.810(a) and (b).

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.810 Physical Site Requirements**

- a) Space Requirements
- 1) A school shall have a minimum of 1,800 square feet for a maximum of 20 students. An additional 40 square feet is required for each additional student if attendance exceeds 20 on the clinic floor at any given time.
  - 2) The school shall be partitioned to provide for the following areas:
    - A) Dispensary
    - B) Laboratory
    - C) Classrooms
    - D) Separate restrooms for males and females
    - E) Cloak space

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- F) Public waiting area separated from the work area
  - G) Student lounge area
  - H) Storage space
  - I) Locker space
  - J) Conference room
  - K) Other areas for school administration
  - L) Work stations.
- 3) All areas of the school shall be ventilated and lighted.
- b) Equipment Requirements – All equipment shall be in working condition and sufficient for the number of students enrolled. Minimum requirements for school equipment are:
- 1) An entrance sign designating the name of the school;
  - 2) A school seal;
  - 3) A time clock or other equipment necessary for verification of attendance and hours earned;
  - 4) A minimum of 10 facial chairs. For enrollment over 20, one facial chair per 2 students;
  - 5) A minimum of 10 work stations. For enrollment over 20, 1 work station or position per 2 students;
  - 6) Every station shall have 1 set of facial equipment to include manual, mechanical, or electrical apparatus as follows:
    - A) Steamer
    - B) Brushing

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- C) Vacuum/spray machine
  - D) Glass electrode or high frequency current
  - E) Disencrustation machine
  - F) Magnification lamp
  - G) Wood lamp;
- 7) Trays for facial supplies;
  - 8) One dry sterilizer per 2 work stations;
  - 9) One facial supply cabinet containing astringents, lotions, creams, makeup and other necessary supplies for facials;
  - 10) Desk/table space and a chair for each student in the classroom;
  - 11) Adequate covered disposal cans placed at convenient locations;
  - 12) One covered container for soiled towels for each 10 students in clinical work area;
  - 13) Closed cabinets equipped for storing towels; and
  - 14) One head form or chart per class.
- c) Sanitary Regulations
- 1) Clean outer garments must be worn at all times. No open toed shoes shall be worn by students.
  - 2) All instruments shall be sanitized before and after use on each patron.
  - 3) Clean towels shall be used for each patron.
  - 4) Hands must be cleansed before and after serving each patron.
  - 5) After each patron is served, electrical equipment must be sanitized

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according to manufacturer's specifications. All other equipment should be washed in water and sanitized before use.

- 6) The head rests of any chair shall be protected with a disposable cover and changed after each patron.
- 7) Non-disposable head coverings must be laundered and sanitized after each separate use.
- 8) All powders, lotions, creams, and other cosmetics shall be kept in clean, closed containers. All cosmetics shall be applied by sanitary applicators and removed from the container with a sanitary spatula.
- 9) No owner, manager, teacher or school administrator shall knowingly permit any person suffering from a serious communicable disease as defined in 77 Ill. Adm. Code 690 to work on the premises, or knowingly permit a student to serve a patron with a serious communicable disease.
- 10) No animals or pets, except animal assistants for the physically impaired seeing eye/hearing dogs, shall be permitted on school premises.
- 11) The floors, walls and furniture shall be kept clean at all times.
- 12) An adequate supply of hot and cold running water shall be available for school operation.

- d) Textbooks/Teaching Materials – Textbooks shall be provided for each student in attendance.
- e) Teachers – The student/teacher ratio during clinical instruction shall not exceed a 2520 to 1 ratio.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.815 Enrollment Agreements and Refund Policy**

- a) All licensed esthetics schools shall have enrollment agreements that meet the requirements of Section 3B-12 of the Act.
- b) All licensed esthetics schools shall implement refund policies pursuant to Section

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3B-13 of the Act and this Part.

- 1) *When notice of cancellation is given after the fifth day following enrollment but before the completion of the student's first day of class attendance, the school may retain no more than the application and registration fee, plus the cost of any books or materials ~~that~~<sup>which</sup> have been provided by the school and retained by the student (Section 3B-13(b)). The cost of books for purposes of refunds is the cost of the books charged to the student, not the cost of the books to the school.*
- 2) For students who enroll in and begin classes, tuition adjustment shall be made in the following manner:

PERCENTAGE TIME TO TOTAL TIME OF COURSE	AMOUNT OF TOTAL TUITION OWED TO THE SCHOOL
0.01% to 4.9%	10%
5% to 9.9%	30%
10% to 14.9%	40%
15% to 24.9%	45%
25% to 49.9%	70%
50% and over	100%

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.820 Advertising**

All school advertising for patrons ~~shall~~<sup>must</sup> conspicuously contain the words "Work Done Exclusively by Students" or "All Work Done by Students".

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.825 Recordkeeping – Transcripts**

- a) Each school shall provide an official transcript showing the entire program work of each student. The official transcript shall contain the following information:
  - 1) School name and address;
  - 2) School seal;

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- 3) School license number;
  - 4) Signature of owner, registrar or director of the school;
  - 5) Student's name, address and social security number;
  - 6) Actual dates student attended;
  - 7) Subject areas, hours earned and grades received;
  - 8) Any transfer hours citing the name and address of school transferred from, subject areas, hours earned and grades received;
  - 9) Final examination grades; and
  - 10) Graduation date.
- b) The official transcript and school records for each student shall be permanently maintained by the school in the following manner:
- 1) If maintained on the school premises, they shall be maintained in a locked, fire-resistant cabinet. If official transcripts are maintained on a computer system, history tapes or discs of all official records must be stored in a locked, fire-resistant cabinet.
  - 2) If records cannot be maintained on the premises in locked fire-resistant cabinets, duplicate student records, including the official transcripts, shall be maintained at a separate location that shall be made known to the ~~Division~~Department. Such records shall be accessible to ~~Division~~Department officials for inspection.
- c) An official transcript and school records for students who withdrew or dropped out of a program shall be maintained by the school for 7 years from the student's first day of attendance at the school.
- d) A copy of the transcript shall be given to the student upon graduation or other permanent exit from the school provided the student has met all financial obligations established in the enrollment agreement as set forth in Section 1175.815.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.830 Recordkeeping – Hours Earned**

- a) When determining student hours, a school may define its attendance requirements to include 100 percent attendance for the program length or may allow excused absences for not more than 10 percent of the program for satisfactory completion. Satisfactory completion is defined as completion of all theory and practical work as outlined in the school's curricula.
  - 1) Student attendance policies shall be written and applied uniformly and fairly.
  - 2) The school ~~shall~~must maintain documentation of excused absences for a period of not less than 5 years.
  - 3) The school ~~shall~~must maintain attendance records for each student to verify that the minimum attendance standard set forth by the school is being met.
- b) A complete and accurate record of hours of attendance for each student ~~shall~~must be recorded and maintained by the school.
- c) If a time clock is used, each student shall punch his/her own time card. No student, teacher or any other person shall punch the time card of another student. If a time clock is not used, there shall be another verifiable method used by the school to record student hours. The records ~~shall~~must be in a form that allows the student to receive a written report of hours earned. This report of hours earned shall be provided to the student on a monthly basis.
- d) Credit for hours earned away from school premises shall be awarded only if students are supervised by a licensed instructor or by a licensed esthetician or licensed cosmetologist in the case of an internship. Credit hours for outside study may include workshops, educational programs, films, demonstrations and internship training in a registered salon.
- e) Hours earned away from the school premises shall be recorded on school time forms. These forms shall include: the school seal, name of student, event or program attended, date attended, signature of student and signature of

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supervising, licensed instructor.

- f) Instructors shall review the hours earned by each student monthly. Each month the instructor shall issue a signed written monthly report to the student showing the actual number of hours earned by the student.
- g) Time cards may be destroyed upon the student's permanent exit from the school and after all hours earned are recorded on the official transcript.
- h) An hour is 60 minutes of instruction but not less than 50 minutes.
- i) A licensed instructor shall supervise all classroom, practical and clinical instruction. No credit shall be given for unsupervised study.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.835 Curriculum Requirements – Esthetics**

- a) Each licensed cosmetology school teaching an esthetics curriculum and each licensed esthetics school shall provide a program consisting of a minimum of 750 clock hours or a 25 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:
  - 1) Basic Training – 75 hours of classroom instruction in general theory and practical application shall be provided which shall be divided into the following subject areas:
    - history of skin care
    - personal hygiene and public health
    - professional ethics
    - sterilization and sanitation
    - introduction to skin analysis and skin care and facial treatments
  - 2) Scientific Concepts – 150 hours of classroom instruction shall be provided in the following subject areas:

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cells, metabolism and body systems

bacteriology

physiology and histology of the skin

human anatomy

chemistry – understanding chemicals and their use

disorders of the skin and special esthetics procedures

- 3) Practices and Procedures – 500 hours of instruction, which shall be a combination of classroom instruction and clinical application, shall be provided in the following subject areas:

non-therapeutic massage, excluding the scalp

nutrition and health of skin

skin analysis

cleansing the skin

mask therapy and facial treatments

facial treatments without the aid of machines

electricity, machines and apparatus

facial treatments with the aid of machines

hair removal; including tweezer method, depilators, waxing and their use

professional makeup techniques

product knowledge as it relates to esthetics

- 4) Business Practices – 25 hours of classroom instruction shall be provided in

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the following subject areas:

Illinois Barber, Cosmetology, Esthetics and Nail Technology Act  
and Rules management

OSHA standards relating to chemical use

- 5) Internship Program is an optional part of the curriculum. Each licensed esthetics school may choose to set up an internship program and shall follow the guidelines set forth [in this subsection \(a\)\(5\) below](#):
- A) An internship program:
- i) May be substituted for 75 hours of the 750 hours set forth in this subsection (a).
  - ii) May be part of the curriculum of a licensed esthetics school and shall be an organized preplanned training program designed to allow a student to learn esthetics under the direct supervision of a licensed cosmetologist or licensed esthetician in a registered salon.
- B) A student in the internship program:
- i) May participate in an internship program only after completing 375 hours of training and have a minimum average grade of 80. A school may set the average grade higher and set other standards that a student must meet to participate in the internship program.
  - ii) May not spend more than 75 hours in an internship program.
  - iii) May not be paid while participating in this internship program as it is a part of the esthetics curriculum of the school.
  - iv) May work a maximum of 8 hours a day and shall be required to spend 1 day a week at the school.

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- v) Shall be under the direct on-site supervision of a licensed cosmetologist or licensed esthetician. Only 1 student shall be supervised by 1 licensed cosmetologist or licensed esthetician.
  - C) A licensed esthetics school shall state clearly in the student contract or enrollment agreement that the school offers an internship program.
  - D) The licensed esthetics school shall enter into a contract with the student, the registered salon and licensed cosmetologist or licensed esthetician. The contract shall contain all of the provisions set forth in this subsection (a)(5) and any other requirements of the internship program established by the school. The contract shall be signed by the student, the school and the licensed cosmetologist or licensed esthetician. Any party to the contract may terminate the contract at any time.
- b) An esthetics student is not permitted to practice on the public until the successful completion of 75 hours of basic training specified in subsection (a)(1).

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.840 Curriculum Requirements – Esthetics Teacher**

- a) An approved school that intends to provide teacher training must utilize a teacher curriculum ~~that~~<sup>which</sup> includes a program consisting of a minimum of 750 clock hours or a 25 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:
  - 1) 250 hours of Post-Graduate School Training that includes: all subjects in the basic esthetics curriculum in Section 1175.835, including theory and practice. Presentation of material must include the concepts that are intended to be taught and the skills to be acquired during the various phases of basic education.
  - 2) 20 hours of Educational Psychology that shall include, but not be limited to, topics in educational objectives, student characteristics and development, the learning process and an evaluation of learning that relates to teaching. These hours shall be waived on behalf of esthetics

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teacher students who have completed a course in Educational Psychology at an accredited college or university.

- 3) 20 hours of Teaching Methods (Theory) that shall include, but not be limited to, topics in individual differences in learning, lesson planning and design, lesson delivery, assessment of learning performance, classroom management, student motivation and classroom climate. These hours shall be waived on behalf of esthetics teacher students who have completed a course in Teaching Methods-Secondary Level at an accredited college or university.
  - 4) 150 hours of Application of Teaching Methods that include: preparation and organization of subject matter to be presented on a unit by unit basis; and presentation of subject matter through application of varied methods (lecture, demonstration, testing and assignments). Presentations must provide teaching objectives to be accomplished and correlate theoretical with practical application.
  - 5) 50 hours of Business Methods that include: Inventory, recordkeeping, interviewing, supplies, the Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 and 68 Ill. Adm. Code 1175.
  - 6) 260 hours of Student Teaching under the on-site supervision of an Illinois licensed teacher. The student teacher shall present theoretical and practical demonstrations to students in the basic curriculum.
- b) The approved program for a 500 hour Teacher Training Course shall be based upon 2 years of practical experience and shall consist of the Teacher Training Curriculum outlined in this Section with the exception of the 250 hours of Post-Graduate Training.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.841 Curriculum Requirements – Esthetics Clinic Teacher**

- a) An approved school that intends to provide esthetics clinic teacher training must utilize a teacher curriculum that includes a program consisting of a minimum of 250 clock hours or a 9 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:

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- 1) 20 hours of Educational Psychology that shall include, but not be limited to, topics in educational objectives, student characteristics and development, the learning process and an evaluation of learning that relates to teaching. These hours shall be waived on behalf of cosmetology teacher students who have completed a course in Educational Psychology at an accredited college or university.
  - 2) 20 hours of Teaching Methods (Theory) that shall include, but not be limited to, topics in individual differences in learning, lesson planning and design, lesson delivery, assessment of learning performance, classroom clinic management, student motivation and clinic climate. These hours shall be waived on behalf of cosmetology teacher students who have completed a course in Teaching Methods – Secondary Level at an accredited college or university.
  - 3) 10 hours of Business Methods that include inventory, recordkeeping, interviewing, supplies, the Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 and 68 Ill. Adm. Code 1175.
  - 4) 200 hours of Student Teaching under the on-site supervision of an Illinois licensed teacher. The student teacher shall supervise clinic students and present practical demonstrations to students in the clinic portion of the basic cosmetology curriculum.
- b) Completion of an instructor's institute of 20 hours, as provided in Section 3A-3 of the Act, may be done in lieu of the 250 hour clinic teacher curriculum if an individual has obtained a minimum of 2 years of practical experience working at least 30 full time hours per week as a licensed esthetician prior to submitting an application for examination. This institute shall, at a minimum, consist of 10 hours of Educational Psychology and 10 hours of Teaching Methods (Theory). The approved program for a 250-hour Clinic Teacher Training Course shall be based upon 2 years of practical experience.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.845 Final Examination**

- a) A school shall require each candidate for graduation to pass a final examination that shall test the student's theoretical and practical knowledge of the curriculum studied.

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- b) The practical examination shall test the candidate's skills in the following areas:
- 1) Non-therapeutic massage;
  - 2) Electrical facial treatments;
  - 3) Other kinds of facial treatments;
  - 4) Makeup application; and
  - 5) Hair removal.
- c) The examination shall be administered by the uniform application of standard performance criteria established by the school for each skill area. The standard performance criteria for each skill area shall be delineated in the examination records as specified in subsection (h), ~~below~~.
- d) A passing score of 75 or greater shall be required on both the theoretical and practical portions of the final examination.
- e) The school shall allow each candidate for graduation at least 3 attempts to pass the final exam.
- f) The ~~Division~~Department may monitor the administration of the final examination:
- 1) As a result of a complaint received;
  - 2) For random sampling;
  - 3) To collect data; and/or
  - 4) When the failure rate on the licensure examination for school graduates is greater than 25%.
- g) The ~~Division~~Department shall maintain records of each school's graduate failure rate on the licensing examination. The records shall reflect only first examination attempts for each graduate. The examination results shall not count toward the failure rate on the licensing examination if the student transfers to the school from a closed school with one-half or more of the required hours for graduation.

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- h) The school shall maintain records of the final examination for a period of no less than 5 years in the manner prescribed in Section 1175.825(b) of this Part. These records shall include:
- 1) A copy of the final examination administered; and
  - 2) Each student's examination grades.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.850 Change of Ownership**

- a) When the ownership of an approved school changes, the new owner shall, within 5 working days from the date title to the school is transferred, mail to the Division~~Department~~ the following:
- 1) An affidavit stating that the contract is contingent on a certificate being issued to the new owner. If this is not provided, the school must close on the date of the transfer and remain closed until a new certificate is issued;
  - 2) A signed and completed school application;
  - 3) A floor plan if any expansion is to be done by the new owner;
  - 4) A copy of a lease agreement showing at least a 1 year commitment or certification of school site ownership;
  - 5) A copy of the enrollment agreement that will be utilized by the new owner;
  - 6) A copy of the written, published attendance policy that will be utilized by the new owner;
  - 7) A copy of curricula that will be used by the new owner;
  - 8) A sample copy of the school's official transcript;

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- 9) A Commitment Statement, as provided in the licensure application packet, signed and dated by the school's chief managing employer and a statement signed and dated by each partner or each officer of the corporation;
  - 10) List of all the names, addresses and current status of all schools in which the applicant has previously owned any interest, and a declaration as to whether any of these schools were ever denied accreditation or licensing or lost accreditation or licensing from any government body or accrediting agency;
  - 117) If owner is a corporation, a copy of the Articles of Incorporation;
  - 128) If owner is a partnership, a listing of all partners and their addresses;
  - 139) A signed inspection report by the local fire inspection authority within 6 months prior to application approving the school site;
  - 1410) A financial statement prepared by a public accountant licensed by the Division~~Department~~ pursuant to the Illinois Public Accounting Act who is not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months;
  - 1544) If a name change is to also occur, the new owner must submit a sample of the new school seal and a photo of the new school sign; and
  - 1642) The required fee set forth in Section 1175.100.
- b) Once the ~~above~~ items listed in subsection (a) have been received, the Division~~Department~~ shall conduct an inspection prior to approval of the change of ownership. Approval will be granted if the requirements of Subpart H have been met.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.855 Change of Location**

- a) When the location of an approved school is changed, the school owner shall submit to the Division~~Department~~ the following:
  - 1) Written notice to the Division ~~Department~~ at least 30 days in advance of

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the school site change;

- 2) A signed and completed school application;
- 3) A floor plan;
- 4) A copy of a lease agreement showing at least a 1 year commitment or certification of ownership of school site;
- 5) A signed inspection report by the local fire inspection authority within 6 months prior to application approving the site; and
- 6) The required fee set forth in Section 1175.100.

b) Once the ~~above~~ items listed in subsection (a) have been received, the Division~~Department~~ shall inspect the premises to determine compliance with this Part. School operations shall not commence at the new location nor may the school in any way solicit student enrollment until the owners have received written notice of approval from the Division~~Department~~. Approval will be granted if the requirements of Subpart H have been met.

c) If the change of location is due to natural destruction of the original premises, a temporary site may be used to teach theory classes only.

- 1) The temporary site must be inspected prior to its use and must possess light and ventilation, tables and chairs for the number of students in a classroom, and must be clean.
- 2) The temporary site may be used for a period of 2 months. The 2 month period can be extended for good cause. Good cause includes, but is not limited to, unexpected delays in construction, delays in lease arrangements or delays in equipment delivery.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.860 Change of Name**

When changing the name of a licensed school, a written request for a name change, along with the required fee specified in Section 1175.100, shall be mailed 30 days in advance of any name change. The Division~~Department~~ shall then issue a new certificate. At the time of the change of

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name, all identifying signs and materials must be changed to conform with the new name on the school license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.865 Expansion**

- a) Written notice shall be given to the ~~Division~~Department 30 days prior to any expansion of an approved school.
- b) When the expansion will result in an off-site classroom location, a completed school application must be submitted along with:
  - 1) A detailed floor plan;
  - 2) A copy of a lease showing at least a 1 year commitment to the use of the site or certification of ownership of the proposed site;
  - 3) A signed fire inspection report from the local fire authority within 6 months prior to application giving approval for use of the site as an off-site classroom location;
  - 4) A statement from the school owner outlining the purpose of the classroom location;
  - 5) A listing of any and all additional teachers who will be added to the teaching staff as a result of the expansion;
  - 6) A financial statement prepared by a public accountant licensed by the ~~Division~~Department pursuant to the Illinois Public Accounting Act who is not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months; and
  - 7) The required fee set forth in Section 1175.100.

An off-site classroom location is defined as a separate classroom that is located within 5 miles of the main school site that serves to provide adequate space in which to train an overflow of students. A clinic may not be operated at an off-site classroom location. A school may establish only one off-site classroom location. All identifying signs and materials must reflect the name of the main school.

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- c) When an on-site expansion is to accommodate an increased enrollment, a completed school application shall be submitted along with:
- 1) A detailed floor plan;
  - 2) A statement from the school owner outlining the purpose of the expansion;
  - 3) A listing of any and all additional teachers who will be added to the teaching staff as a result of the expansion; and
  - 4) The required inspection fee set forth in Section 1175.100.
- d) Upon receipt of the ~~above~~ items listed in subsections (b) and (c), the DivisionDepartment shall inspect the expansion site to determine compliance with this Part. The site shall not be used until such inspection has occurred and the owner has received written notification of approval from the DivisionDepartment. Approval will be granted if all of the requirements of Subpart H have been met.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.870 Discontinuance of Program**

- a) The DivisionDepartment shall receive a minimum of 30 days written notice of a school's intent to discontinue its program. The notice shall include the exact location where the student records are to be stored.
- b) The school owner shall notify the DivisionDepartment in writing of the actual closing date of the school.
- c) All school records shall be maintained after the school closes.
- d) The school must continue to meet the requirements of the Act and this Part until the actual closing date.
- e) Each student enrolled at the time of discontinuation must be provided an official transcript of all hours earned while enrolled in the program.
- f) All refunds shall be given to students in accordance with the refund provisions set forth in the enrollment agreement.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.875 Withdrawal of Approval**

- a) The ~~Division~~**Department** may withdraw, suspend or place on probation, pursuant to 68 Ill. Adm. Code 1110, the approval of a school of cosmetology or esthetics school when the quality of the program has been affected by any of the following causes:
- 1) Gross or repeated violations of any provisions of the Act or this Part;
  - 2) Fraud or dishonesty in furnishing transcripts or documentation for evaluation of the school;
  - 3) Failure to meet the criteria for school approval in Section 1175.800;
  - 4) Failure to administer the final examination as specified in this Part;
  - 5) Failure to maintain final examination grades for each student and a master of the examination administered by the school as specified in this Part;
  - 6) Fraud or dishonesty in providing transcripts to students who have fulfilled all obligations under Section 1175.815;
  - 7) Failure to provide transcripts to students;
  - 8) A finding by the U.S. Office of Education or Illinois Student Assistance Commission that a school has misappropriated or misused grant or loan monies or has aided in obtaining such monies by providing fraudulent or untruthful information; and
  - 9) Any other violations of the Act or this Part.
- b) Performance Record on Licensing Examination
- 1) When a school's graduates have a 25% or greater failure rate on the licensing examination, ~~Division~~**Department** approval of a school shall be reviewed pursuant to Section 1175.800.

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- 2) The performance record of a school's graduates on the licensing examination as compared with the statewide performance record shall be considered by the Division~~Department~~ when reviewing Division~~Department~~ approval of a school.
- 3) The Division~~Department~~ shall give written notice and a hearing pursuant to 68 Ill. Adm. Code 1110 when Division~~Department~~ approval of a school is being reviewed.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART J: NAIL TECHNOLOGY

**Section 1175.1001 Examination – Nail Technician**

- a) Eligibility. Each applicant must meet the following requirements:
  - 1) Is~~Be~~ at least 16 years of age.
  - 2) Pursuant to Section 3C-2 of the Act:
    - A) Is beyond the age of compulsory school attendance or has a certificate of graduation from a school providing secondary education or the recognized equivalent of that certificate~~Be a graduate of an eighth grade elementary school or its equivalent;~~ and
    - B) Is~~Be~~ a graduate of a cosmetology or nail technology school approved by the Division~~Department~~ to teach nail technology in accordance with Subpart K of this Part, that includes a program of 350 hours in the study of nail technology extending over a period of not less than 8 weeks nor more than 2 consecutive years.
- b) Application. Each applicant shall file an application for examination, on forms provided by the Division~~Department~~, at least 45 days prior to an examination date. The application shall include:
  - 1) An official transcript showing successful completion of the required program outlined in subsection (a)(2)(B) and a passing grade on the final examination administered by the school as set forth in Section 1175.1145;

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or, for those retaking the ~~Division~~Department examination after 2 unsuccessful attempts, official transcripts showing successful completion of remedial training (60 hour refresher course) as required by Section 3C-7 of the Act;

- 2) Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order) if a different name appears on supporting documents;
  - 3) A complete work history since graduation from a nail technology school or a cosmetology school approved to teach nail technology; and
  - 4) The required fee set forth in Section 1175.100 of this Part.
- c) An applicant who has graduated from a nail technology program in another jurisdiction with less than 350 hours may only acquire a maximum of 50 hours of nail technology training from a licensed Illinois cosmetology school or nail technology school.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1005 Examination – Nail Technology Teacher or Nail Technology Clinic Teacher**

- a) Eligibility. Each applicant must meet the following requirements pursuant to Section 3C-3 of the Act prior to filing an application for the nail technology teacher examination:
- 1) Be at least 18 years of age;
  - 2) Have graduated from high school or its equivalent;
  - 3) Hold a current license as a cosmetologist or nail technician;
  - 4) For nail technology teacher, either:
    - A) Have completed a 500 hour program of teacher training in an approved cosmetology or nail technology school and have at least 2 years of ~~full time~~full-time experience as a practicing nail technician; or

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- B) Have completed a 625 hour program of teacher training in a school of cosmetology approved in accordance with Section 1175.1105 or school of nail technology approved in accordance with Section 1175.1100; and
- 5) For nail technology clinic teacher, have completed a 250 hour program of clinic teacher training in an approved cosmetology or nail technology school or within 5 years preceding the examination, has obtained a minimum of and have at least 2 years of practical experience working at least 30 full time hours per week as a licensed nail technician and has completed an instructor's institute of 20 hours, as approved by the Division, within 5 years prior to submitting an application for examination.
- b) Application. Each applicant shall file an application, on forms provided by the Division~~Department~~, at least 45 days prior to the examination date. The application shall include:
- 1) Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order) if a different name appears on supporting documents;
  - 2) The required fee set forth in Section 1175.100;
  - 3) For nail technology teacher, either:
    - A) An official transcript from an approved school of nail technology or cosmetology showing successful completion of a 500 hour program of teacher training as outlined in Section 1175.535 or 1175.1140 of this Part and 2 employment verification forms showing at least 2 years of full-time experience as a practicing nail technician; or
    - B) An official transcript from an approved school of nail technology or cosmetology, showing successful completion of a 625 hour program of teacher training as outlined in Section 1175.535 or 1175.1140 of this Part;
  - 4) For nail technology clinic teacher:
    - A) ~~An~~ official transcript from an approved school of nail technology or cosmetology showing successful completion of a

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~~program of 250 hours~~~~hour program~~ of clinic teacher training; ~~or as outlined in Section 1175.1141 of this Part and 2 employment verification forms showing at least 2 years of full-time experience as a practicing nail technician;~~

B) Proof that the teacher, within 5 years preceding the examination, has obtained a minimum of 2 years of practical experience working at least 30 full time hours per week as a licensed nail technician and has completed an instructor's institute of 20 hours, approved by the Division, prior to submitting an application for examination.

- 5) A complete work history since graduation from a nail technology or cosmetology school;
- 6) A copy of the applicant's current Illinois nail technology or cosmetology license; and
- 7) If the applicant is licensed in another state, a certification of licensure from the state of original licensure and from the state in which the applicant predominantly practices and is currently licensed.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1010 Examination**

- a) Examinations shall be administered by the ~~Division~~~~Department~~ or its designated testing service for nail technicians, nail technology teachers and nail technology clinic teachers and shall cover subject matter as set forth in Section 3C-7 of the Act.
- b) The passing score on each examination is 75.
- c) Retakes for Nail Technicians
  - 1) An applicant who fails to pass a third examination for licensure as a nail technician must submit an official transcript from a cosmetology school approved to teach nail technology or a nail technology school approved by the ~~Division~~~~Department~~ showing successful completion of a 60 hour refresher course prior to taking the examination a fourth time.

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- 2) An applicant upon failing the fourth examination must submit an official transcript from an approved nail technology or cosmetology school showing successful repetition of the entire program of nail technology training prior to taking the examination a fifth time.
  - 3) For purposes of examination retakes, the fifth attempt shall count as the first.
  - 4) An applicant shall make a written request for an examination retake at least 45 days in advance of the examination date. Such a request must include the required examination fee and official transcripts when further study is required in accordance with subsections (c)(1) and (2) .
- d) Retakes for Nail Technology Teachers or Nail Technology Clinic Teachers
- 1) An applicant who fails to pass a third examination must submit an official transcript from a licensed cosmetology school approved to teach nail technology teachers or nail technology clinic teachers or a licensed nail technology school approved to teach nail technology showing successful completion of an 80 hour refresher course prior to taking the examination a fourth time.
  - 2) An applicant, upon failing the fourth examination, must submit an official transcript from an approved nail technology or cosmetology school showing successful repetition of the entire program of teacher training prior to taking the examination a fifth time.
  - 3) For purpose of examination retakes, the fifth attempt shall count as the first.
  - 4) An applicant shall make a written request for an examination retake at least 45 days in advance of the examination date. Such a request must include the required examination fee and official transcripts when further study is required in accordance with subsections (d)(1) and (2) of this Section.
  - 5) If the applicant is licensed in another state, a certification of licensure from the state of original licensure and from the state in which the applicant predominantly practices and is currently licensed.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1015 Application for Licensure**

- a) Applicants for licensure based on successful completion of the examination shall submit to the Division~~Department~~:
- 1) A completed and signed licensure application that the applicant will receive with the notification of successful completion of the examination;
  - 2) Proof of name change (i.e., marriage license, divorce decree, affidavit or court order) if different from that shown on pre-printed licensure application; and
  - 3) The required fee as set forth in Section 1175.100.
- b) Any cosmetology teacher licensed in Illinois who is applying for a nail technology teacher's license shall not be required to take the examination set forth in Section 1175.1005. An application shall be submitted to the Division~~Department~~ that includes:
- 1) A copy of his/her current cosmetology and cosmetology teacher license;
  - 2) A complete work history since completion of teacher training; and
  - 3) The required fee set forth in Section 1175.100.
- c) Nothing in this Part requires a licensed cosmetologist or licensed cosmetology teacher to obtain a license to practice or to teach nail technology.
- d) Esthetics teachers licensed in Illinois who are applying for a nail technician teacher's license will not be required to take the examination set forth in Section 1175.1010. An application shall be submitted to the Division~~Department~~ that includes:
- 1) A copy of his/her current esthetics teacher license;
  - 2) A copy of his/her current nail technician license;
  - 3) A complete work history since completion of esthetics teacher training;

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- 4) Either:
- A) Proof of two years experience as a nail technician; or
  - B) An official transcript verifying completion of 250 Post-Graduate School Training that includes all subjects in the basic esthetics curriculum in Section 1175.1140, including theory and practice. Presentation of material must include the concepts that are intended to be taught and the skills to be acquired during the various phases of basic education.
- 5) The required fee set forth in Section 1175.100.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1020 Endorsement**

- a) Nail Technician
- 1) An applicant currently licensed as a nail technician in another jurisdiction and who is seeking licensure in Illinois by endorsement shall file an application, on forms provided by the Division~~Department~~, that~~which~~ shall include:
    - A)1) A certification from the jurisdiction of original licensure stating:
      - i)A) A brief description of any licensure examination taken and the scores received; and
      - ii)B) Whether the applicant's file contains any record of disciplinary actions taken or pending;
    - B)2) Official transcripts from the school attended by the applicant showing the program completed and the hours received with the school seal affixed;
    - C)3) Certification of current licensure if other than original licensure;
    - D)4) A complete work history showing all employment since graduation

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from nail technology school to present;

- ~~E)5)~~ Proof of any name change (i.e., marriage license, divorce decree, affidavit or court order) if name is other than that shown on attached documents;
- ~~E)6)~~ The required fee set forth in Section 1175.100; and
- ~~G)7)~~ Successful completion of the Illinois Nail Technician Licensure Examination.
- 2) An applicant who has graduated from a nail technology program in another jurisdiction with less than 350 hours may only acquire a maximum of 50 hours of nail technology training from a licensed Illinois cosmetology or nail technology school.
- 3) If the nail technology school from which the applicant graduated has closed, verification of education hours must come from the original state of licensure.
- b) An applicant currently licensed as a nail technology teacher or nail technology clinic teacher in another jurisdiction and who is seeking licensure in Illinois by endorsement shall file an application, on forms provided by the Division~~Department~~, that~~which~~ shall include:

  - 1) A certification from the jurisdiction of original licensure stating:
    - A) A brief description of any licensure examination taken and the scores received; and
    - B) Whether the applicant's file contains any record of disciplinary action taken or pending;
  - 2) Official transcripts from the school~~schools~~ attended by the applicant showing the program completed and the hours received with the school seal affixed;
  - 3) Certification of current licensure if other than original licensure;
  - 4) One of the following~~Either~~:

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- A) Two Verification of Employment forms submitted by the applicant who completed at least a 500 hour program of teacher training. A nail technology teacher applicant shall submit verification of 2 years of lawful practice as a nail technician or cosmetologist; or
  - B) Two Verification of Employment forms shall be submitted by the applicant who completed at least a 250 hour program of clinic teacher training. A nail technology clinic teacher applicant shall submit verification of 2 years of lawful practice as a nail technician or cosmetologist; or
  - C) Two Verification of Employment forms shall be submitted by the applicant for a nail technology teacher or nail technology clinic teacher license who is applying on the basis of 3 years of lawful practice as a nail technology teacher in another jurisdiction;
- 5) A complete work history showing all employment since graduation from basic nail technology school to present;
  - 6) Proof of name change (i.e., marriage license, divorce decree, affidavit or court order) if name is other than that shown on any of the documents submitted;
  - 7) The required fee set forth in Section 1175.100; and
  - 8) Successful completion of the Illinois Nail Technician Teacher Licensure Examination.
- c) An applicant for licensure as a nail technician who is licensed in another jurisdiction shall be given 75 hours of educational credit for every 12 month period during which he/she was lawfully employed as a nail technician. To obtain credit for work experience, the applicant shall submit verification of employment in support of the work experience on forms provided by the [DivisionDepartment](#). A certification of licensure from the jurisdiction in which the lawful practice is claimed must also be submitted.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1025 Renewals**

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- a) Every nail technician, nail technology teacher, nail technology clinic teacher and nail technology school license shall expire on October 31 of each even numbered year. The holder of a license may renew the license during the month preceding its expiration date.
- b) Applicants for renewal shall:
  - 1) Return a completed renewal application.
  - 2) Nail Technician. Certify on the renewal application that they have successfully completed a minimum of 10 hours of continuing education from a sponsor registered with the DivisionDepartment in accordance with Section 1175.1200 of this Part, within the 2 years prior to the expiration date of the license.
  - 3) Nail Technology Teacher and Nail Technology Clinic Teacher. Certify on the renewal application that they have successfully completed a minimum of 20 hours of continuing education from a sponsor registered with the DivisionDepartment, in accordance with Section 1175.1200 of this Part, within the 2 years prior to the expiration date of the license. Ten of the 20 hours shall be in the following areas:
    - A) Teaching Methodology;
    - B) Educational Psychology;
    - C) Classroom Management; or
    - D) Other teaching related courses.
  - 4) Submit the required fee set forth in Section 1175.100.
- c) A renewal applicant is not required to comply with continuing education requirements for the first renewal after issuance of the original license.
- d) The DivisionDepartment may require additional evidence demonstrating compliance with the continuing education requirements (i.e., certificate of attendance or certificate of completion). It is the responsibility of each renewal applicant to retain or otherwise produce evidence of such compliance. Such

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evidence shall be required in the context of the ~~Division's~~~~Department's~~ random audit.

- e) It is the responsibility of each licensee to notify the ~~Division~~~~Department~~ of any change of address. Failure to receive a renewal form from the ~~Division~~~~Department~~ shall not constitute an excuse for failure to renew a license.
- f) Practicing or operating on a license that has expired shall be considered unlicensed activity and shall be grounds for discipline pursuant to Section 4-7 of the Act.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1030 Restoration – Nail Technician**

- a) A person applying for restoration of a nail technician license that has been expired or placed on inactive status for less than 5 years shall submit an application on forms provided by the ~~Division~~~~Department~~ and:
- 1) Pay the required fee as set forth in Section 1175.100; and
  - 2) Provide evidence of successful completion of 10 hours of continuing education in accordance with Section 1175.1200(c).
- b) A person applying for restoration of a nail technician license that has been expired or placed on inactive status for 5 years or more shall submit an application on forms provided by the ~~Division~~~~Department~~ along with:
- 1) Verification of employment, attesting to lawful practice in another jurisdiction within the 5 years preceding application for restoration;
  - 2) Certification from the appropriate licensing authority in the jurisdiction in which lawful practice is claimed. An applicant for restoration who has not maintained lawful practice (as determined by the laws of that jurisdiction) in another jurisdiction shall also submit official transcripts showing successful completion of a 60 hour nail technology refresher course from an approved cosmetology or nail technology school or pass the examination set forth in Section 1175.1001 within 2 years prior to or within 2 years after the restoration application. An applicant who completes this refresher course or takes the examination shall not also be

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required to complete 10 hours of continuing education;

- 3) A complete work history showing all employment since the Illinois license lapsed;
  - 4) A completed Restoration Questionnaire;
  - 5) Evidence of successful completion of 10 hours of continuing education earned within the 2 years immediately preceding restoration; and
  - 6) The required fee as set forth in Section 1175.100.
- c) If restoring after active military service, the applicant shall submit a copy of his/her Honorable Discharge form (DD-214) and the current renewal fee.
  - d) If an applicant takes and fails the examination, the license will not be restored until such time as he/she has successfully completed the examination.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1035 Restoration – Nail Technology Teacher or Nail Technology Clinic Teacher**

- a) A person applying for restoration of a nail technology teacher or nail technology clinic teacher license that has been expired or been on inactive status for less than 5 years shall submit an application on forms provided by the Division~~Department~~. An applicant shall also submit evidence of successful completion of 20 hours of continuing education in accordance with Sections 1175.1200 and 1175.1210 earned within 2 years immediately preceding the restoration and the required fee set forth in Section 1175.100.
- b) A person applying for restoration of a nail technology teacher or nail technology clinic teacher license that has been expired for 5 years or more shall submit an application on forms provided by the Division~~Department~~ along with:
  - 1) Verification of employment as a nail technology teacher or nail technology clinic teacher in another jurisdiction within the 5 years preceding application for restoration;
  - 2) Certification from the appropriate licensing authority in the jurisdiction in

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which lawful practice is claimed;

- 3) A complete work history showing all employment since the Illinois license lapsed;
  - 4) A completed Restoration Questionnaire;
  - 5) Evidence of successful completion of 20 hours of continuing education earned within the 2 years immediately preceding restoration; and
  - 6) The required fee as set forth in Section 1175.100.
- c) An applicant for restoration of a nail technology teacher license who has not maintained lawful practice (as determined by the laws of that jurisdiction) in another jurisdiction shall also submit official transcripts showing successful completion of a 125 hour nail technology teacher refresher course from an approved cosmetology or nail technology school or pass the teacher examination set forth in Section 1175.1010 within 2 years prior to or within 2 years after the restoration application. An applicant who completes this refresher course or takes the examination shall not also be required to complete 20 hours of continuing education.
- d) An applicant for restoration of a nail technology clinic teacher license who has not maintained lawful practice (as determined by the laws of that jurisdiction) in another jurisdiction shall also submit official transcripts showing successful completion of a 60 hour nail technology clinic teacher refresher course from an approved cosmetology or nail technology school or pass the teacher examination set forth in Section 1175.1010 within 2 years prior to or within 2 years after the restoration application. An applicant who completes the refresher course or takes the examination shall not also be required to complete 20 hours of continuing education.
- e) If restoring after active military service, the applicant shall submit a copy of his/her Honorable Discharge form (DD-214) and the current renewal fee.
- f) If an applicant takes and fails the examination, the license will not be restored until such time as he/she has successfully completed the examination.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

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## SUBPART K: NAIL TECHNOLOGY SCHOOLS

**Section 1175.1100 Nail Technology School Application**

- a) An applicant for a nail technology school license shall submit a completed application to the ~~Division~~Department with the following information and documentation:
- 1) A detailed floor plan consistent with requirements of Section 1175.1110(a)(1) of this Part;
  - 2) A copy of a lease showing at least a 1 year commitment to the use of the school site or certification of ownership of the proposed school site;
  - 3) If the owner is a corporation, a copy of the Articles of Incorporation;
  - 4) If the owner is a partnership, a listing of all partners and their current addresses;
  - 5) A signed fire inspection report from the local fire authority within 6 months prior to the application giving approval for use of the site as a school;
  - 6) A certified financial statement prepared by a licensed public accountant who is not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months;
  - 7) A copy of the official enrollment agreement to be used by the school that shall be consistent with the requirements of Section 1175.1115 of this Part;
  - 8) A listing of all nail technology and cosmetology teachers, including their teacher license numbers, who will be in the school's employ;
  - 9) A copy of the curriculum that will be followed;
  - 10) A copy of the school's official transcript; and
  - 11) The required fee set forth in Section 1175.100.

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- b) When the ~~above~~ items listed in subsection (a) have been received, the Division~~Department~~ shall inspect the school premises, prior to school approval, to determine compliance with this Subpart. School operations shall not begin nor shall the school in any way solicit student enrollment until the school has received written notice of approval from the Division~~Department~~. Approval shall be granted if all the requirements of Subpart K have been met.
- c) Nail technology schools shall only offer instruction in nail technology and nail technology teacher education.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1105 Cosmetology Schools Approved to Teach Nail Technology**

- a) Existing cosmetology schools that wish to provide nail technology instruction shall:
- 1) Provide at least 200 square feet of space to accommodate 5 work stations. If attendance exceeds 10 on the clinic floor at any time, an additional 30 square feet is required for each additional work station required by subsection (a)(4)(A) ~~below~~. The use of this space shall not reduce the square footage for the conduct of an approved cosmetology school below the minimum requirements set forth in this Part.
  - 2) File an application with the Division~~Department~~, on forms provided by the Division~~Department~~, that shall include:
    - A) A detailed floor plan;
    - B) A signed copy of a fire inspection report from the fire inspection authority within 6 months prior to the application giving approval for use of the site as a school;
    - C) A financial statement prepared by a public accountant licensed by the Division~~Department~~ pursuant to the Illinois Public Accounting Act who is not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months;
    - D) A copy of the enrollment agreement to be used by the school;

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- E) A copy of the nail technology curriculum;
  - F) A listing of all nail technology and cosmetology teachers, including their teacher license numbers, who will be in the school's employ;
  - G) A copy of the school's official transcript; and
  - H) The required fee set forth in Section 1175.100.
- 3) When the ~~above~~ items listed in subsection (a)(2) have been received, the Division~~Department~~ shall inspect the school premises, prior to approving the school, to determine compliance.
- 4) In addition, the school shall meet the following:
- A) At least 1 patron work station, including patron chair, manicuring table and student chair, for every 2 students enrolled.
  - B) Every work station shall have a disinfectant tray and disinfectant solution.
  - C) Provide a nail technology curriculum in accordance with Sections 1175.1135 and 1175.1140.
- b) Cosmetology schools approved to teach nail technology shall be required to comply with all provisions in this Part except Section 1175.1110(a) and (b).

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1110 Physical Site Requirements**

- a) Space Requirements
  - 1) A nail school shall have a minimum of 500 square feet of work space for a maximum of 10 students. An additional 30 square feet is required for each additional work station if attendance exceeds 10 students in the clinic area at any given time.
  - 2) Work space shall include the dispensary area but shall not include

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classrooms, restrooms, halls, checkrooms, locker space, storage areas, student lounge, cloak space, public waiting area or other areas or facilities for administration.

- 3) The school shall be partitioned to provide for the following areas:
    - A) Dispensary
    - B) Classrooms
    - C) Separate restrooms for males and females
    - D) Cloak space
    - E) Public waiting area separated from the work area
    - F) Student lounge area
    - G) Storage space
    - H) Locker space
    - I) Other areas for school administration
    - J) Work stations.
  - 4) All areas of the school shall be ventilated and lighted.
- b) Equipment Requirements – All equipment shall be in working condition and sufficient for the number of students enrolled. Minimum requirements for school equipment are:
- 1) An entrance sign designating the name of the school;
  - 2) A school seal;
  - 3) A time clock or other equipment necessary for verification of attendance and hours earned;
  - 4) A minimum of 5 patron work stations. For enrollment over 10, 1 patron

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work station per 2 students;

- 5) Every patron work station shall include a patron chair, manicuring table and student chair for every 2 students enrolled;
  - 6) Every patron work station shall have a disinfectant tray and disinfectant solution;
  - 7) Trays for nail technology supplies;
  - 8) Eye guards, protective garments and masks should be available for patrons and students upon request;
  - 9) Desk/table space and a chair for each student in the classroom;
  - 10) Adequate number of covered waste and linen disposal cans placed at convenient locations;
  - 11) Closed cabinets for storing clean towels; and
  - 12) A mannequin hand for each student.
- c) Sanitary Regulations
- 1) Clean outer garments must be worn at all times.
  - 2) All instruments shall be disinfected before and after use on each patron.
  - 3) Clean towels shall be used for each patron.
  - 4) Hands must be cleansed with an antimicrobial agent before and after serving each patron.
  - 5) After use on each patron, implements and electrical equipment must be disinfected according to manufacturer's specifications. All other equipment should be washed in water and sanitized before use.
  - 6) Manicuring table coverings must be disposed of or laundered and sanitized after each patron.

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- 7) All products shall be kept in clean, closed containers and be applied by sanitary applicators.
  - 8) All nail chemicals must be kept in labeled containers.
  - 9) No owner, manager, teacher or school administrator shall knowingly permit any person suffering from a serious communicable disease as defined in 77 Ill. Adm. Code 690 to work on the premises or knowingly permit a student to serve a patron with a serious communicable disease.
  - 10) No animals or pets, except animal assistants for the physically impaired seeing-eye/hearing dogs, shall be permitted on school premises.
  - 11) The floors, walls and furniture shall be kept clean at all times.
  - 12) An adequate supply of hot and cold running water shall be available for school operation.
- d) Textbooks/Teaching Materials – Textbooks shall be provided for each student in attendance.
  - e) Teachers – The student/teacher ratio during clinical instruction shall not exceed a 2520 to 1 ratio.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1115 Enrollment Agreements and Refund Policies**

- a) All licensed nail technology schools shall have enrollment agreements that meet the requirements of Section 3B-12 of the Act.
- b) All licensed nail technology schools shall implement refund policies pursuant to Section 3B-13 of the Act and this Part.
  - 1) *When notice of cancellation is given after the fifth day following enrollment but before the completion of the student's first day of class attendance, the school may retain no more than the application and registration fee, plus the cost of any books or materials ~~that~~ which have been provided by the school and retained by the student (Section 3B-13(b)). The cost of books for purposes of refunds is the cost of the books*

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charged to the student, not the cost of the books to the school.

- 2) For students who enroll in and begin classes, tuition adjustment shall be made in the following manner:

PERCENTAGE TIME TO TOTAL TIME OF COURSE	AMOUNT OF TOTAL TUITION OWED TO THE SCHOOL
0.01% to 4.9%	10%
5% to 9.9%	30%
10% to 14.9%	40%
15% to 24.9%	45%
25% to 49.9%	70%
50% and over	100%

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1120 Advertising**

All school advertising for patrons must ~~conspicuously~~ contain the words "Work Done Exclusively by Students" or "All Work Done by Students" displayed in a conspicuous manner.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1125 Recordkeeping – Transcripts**

- a) Each school shall provide an official transcript showing the entire program work of each student. The official transcript shall contain the following information:
- 1) School name and address;
  - 2) School seal;
  - 3) School license number;
  - 4) Signature of the owner, registrar or director of the school;
  - 5) Student's name, address and social security number;
  - 6) Actual dates student attended;

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- 7) Subject areas, hours earned and grades received;
  - 8) Any transfer hours, citing the name and address of the school transferred from, subject areas, hours earned and grades received;
  - 9) Final examination grades; and
  - 10) Graduation date.
- b) The official transcript and school records for each student shall be permanently maintained by the school in the following manner:
- 1) If maintained on the school premises, they shall be maintained in a locked, fire-resistant cabinet. If official transcripts are maintained on a computer system, history tapes or discs of all official records must be stored in a locked, fire-resistant cabinet.
  - 2) If records cannot be maintained on the premises in locked, fire-resistant cabinets, duplicate student records, including the official transcripts, shall be maintained at a separate location that shall be made known to the Division~~Department~~. Such records shall be accessible to Division~~Department~~ officials for inspection.
- c) A copy of the transcript shall be given to the student upon graduation or other permanent exit from the school provided the student has met all financial obligations in the enrollment agreement as set forth in Section 1175.1115.
- d) An official transcript and school records for students who withdrew or dropped out of a program shall be maintained by the school for 7 years from the student's first day of attendance at the school.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1130 Recordkeeping – Hours Earned**

- a) When determining student hours, a school may define its attendance requirements to include 100 percent attendance for the program length or may allow excused absences for not more than 10 percent of the program for satisfactory completion. Satisfactory completion is defined as completion of all theory and practical work

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as outlined in the school's curricula.

- 1) Student attendance policies shall be written and applied uniformly and fairly.
  - 2) The school ~~shall~~**must** maintain documentation of excused absences for a period of not less than 5 years.
  - 3) The school ~~shall~~**must** maintain attendance records for each student to verify that the minimum attendance standard set forth by the school is being met.
- b) A complete and accurate record of hours of attendance for each student ~~shall~~**must** be recorded and maintained by the school.
  - c) If a time clock is used, each student shall punch his/her own time card. No student, teacher or any other person shall punch the time card of another student. If a time clock is not used, there shall be another verifiable method used by the school to record student hours. The records ~~shall~~**must** be in a form that allows the student to receive a written report of hours earned. This report of hours earned shall be provided to the student on a monthly basis.
  - d) Credit for hours earned away from the school premises shall be awarded only if students are supervised by a licensed instructor or by a licensed nail technician or a licensed cosmetologist in the case of an internship. Credit hours for outside study may include workshops, educational programs, film demonstrations and internship training in a registered salon.
  - e) Hours earned away from the school premises shall be recorded on school time forms. These forms shall include: the school seal, name of student, event or program attended, date attended, signature of student and signature of supervising licensed instructor.
  - f) Instructors shall review monthly the hours earned by each student. Each month the instructor shall issue a signed written report to the student showing the actual number of hours earned by the student.
  - g) Time cards may be destroyed upon the student's permanent exit from the school and after all hours earned are recorded on the official transcript. The transcript shall be retained indefinitely.

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- h) An hour is 60 minutes of instruction but not less than 50 minutes.
- i) A licensed instructor shall provide on-site supervision for all classroom, practical and clinical instruction. No credit shall be given for unsupervised study.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1135 Curriculum Requirements – Nail Technology**

- a) Each licensed cosmetology school teaching a nail technology curriculum and each licensed nail technology school shall provide a program consisting of a minimum of 350 clock hours or a 12 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:
  - 1) Basic Training – 50 hours of classroom instruction in general theory practical application (i.e., practicing nail technology on the public) and technical application (e.g., practicing the technical application on mannequin fingers or on the fingers of another student) shall be provided in the following subject areas:
    - A) History of nail care;
    - B) Personal hygiene and public health;
    - C) Professional ethics;
    - D) Sterilization and disinfection;
    - E) Bacteriology;
    - F) Disorders of the nails;
    - G) OSHA standards relating to material safety data sheets (MSDS) on chemicals;
    - H) Chemicals and their use; and
    - I) Technical applications of chemicals.

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- 2) Related concepts – 15 hours of classroom instruction shall be provided in the following subject areas:
  - A) Cells, metabolism and body systems;
  - B) Theory of massage; and
  - C) People skills.
- 3) Practices and Procedures – 255 hours of instruction, which shall be a combination of classroom instruction and clinical practical application, shall be provided in the following subject areas:
  - A) Fabric procedures;
  - B) Sculpting procedures;
  - C) Light cured gels;
  - D) Machines or apparatus used in nail technology;
  - E) Manicures;
  - F) Pedicures;
  - G) Hand, arm and foot massage;
  - H) Other procedures as they relate to nail technology; and
  - I) Product knowledge as it relates to nail technology.
- 4) Business Practices – 30 hours of classroom instruction shall be provided in the following subject areas:
  - A) Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act and Rules;
  - B) Management;
  - C) OSHA standards relating to chemical use; and

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D) Workers' Compensation Act.

5) Internship Program is an optional part of the curriculum. Each licensed nail technology school may choose to set up an internship program and shall follow the guidelines set forth in this subsection (a)(5) below.

A) An internship program:

- i) May be substituted for 35 hours of the 350 hours set forth in this subsection (a).
- ii) May be part of the curriculum of a licensed nail technology school and shall be an organized preplanned training program designed to allow a student to learn nail technology under the direct supervision of a licensed cosmetologist or licensed nail technician in a registered salon.

B) A student in the internship program:

- i) May participate in an internship only after completing 175 hours of training and have a minimum average grade of 80. A school may set the average grade higher and set other standards that a student must meet to participate in the internship program.
- ii) May not spend more than 35 hours in an internship program.
- iii) May not be paid while participating in the internship program as it is a part of the nail technology curriculum of the school.
- iv) May work a maximum of 8 hours a day and shall be required to spend 1 day a week at the school.
- v) Shall be under the direct on-site supervision of a licensed cosmetologist or licensed nail technologist. Only 1 student shall be supervised by 1 licensed cosmetologist or licensed

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nail technologist.

- C) A licensed nail technology school shall state clearly in the student contract that the school offers an internship program.
  - D) The licensed nail technology school shall enter into a contract with the student, the registered salon and licensed cosmetologist or licensed nail technologist that contains all of the provisions set forth in this Section and any other requirements of the internship established by the school. The contract shall be signed by the student, the school and the licensed cosmetologist or licensed technologist. Any party to the contract may terminate the contract at any point.
- b) A nail technology student is not permitted to practice on the public until he/she has successfully completed the 50 hours of general theory and practical application specified in subsection (a)(1).

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1140 Curriculum Requirements – Nail Technology Teacher**

- a) An approved school that intends to provide teacher training must utilize a teacher program that includes a minimum of 625 clock hours or a 21 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:
  - 1) 125 hours of ~~post-graduate school training~~Post-Graduate School Training that includes all subjects in the basic nail technology curriculum in Section 1175.1135, including theory and practice. Presentation of material must include the concepts that are intended to be taught and the skills to be acquired during the various phases of basic education.
  - 2) 20 hours of Educational Psychology ~~that~~which shall include, but not be limited to, topics in educational objectives, student characteristics and development, the learning process and an evaluation of learning that relates to teaching. These hours shall be waived on behalf of nail technology teacher students who have completed a course in Educational Psychology at an accredited college or university.
  - 3) 20 hours of Teaching Methods (Theory) that shall include, but not be

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limited to, topics in individual differences in learning, lesson planning and design, lesson delivery, assessment of learning performance, classroom management, student motivation and classroom climate. These hours shall be waived on behalf of nail technology students who have completed a course in Teaching Methods-Secondary Level at an accredited college or university.

- 4) 150 hours of Application of Teaching Methods that include: preparation and organization of subject matter to be presented on a unit by unit basis; and presentation of subject matter through application of varied methods (lecture, demonstration, testing and assignments). Presentations must provide teaching objectives to be accomplished and correlate theoretical with practical application.
  - 5) 50 hours of Business Methods that include: inventory, recordkeeping, interviewing, supplies, the Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 and 68 Ill. Adm. Code 1175.
  - 6) 260 hours of Student Teaching under the on-site supervision of an Illinois licensed teacher. The student teacher shall present theoretical and practical demonstrations to students in the basic curriculum.
- b) The approved program for a 500 hour Teacher Training Course shall be based upon 2 years of practical experience and shall consist of Teacher Training Curriculum outlined in Section 1175.1140, with the exception of the 125 hours of ~~post-graduate training~~ Post-Graduate Training.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1141 Curriculum Requirements – Nail Technology Clinic Teacher**

- a) An approved school that intends to provide nail technology clinic teacher training must utilize a teacher program that includes a minimum of 250 clock hours or a 9 credit hour equivalency (1 credit hour equals 30 clock hours) of instruction as follows:
  - 1) 20 hours of Educational Psychology that shall include, but not be limited to, topics in educational objectives, student characteristics and development, the learning process and an evaluation of learning that relates to teaching. These hours shall be waived on behalf of cosmetology

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teacher students who have completed a course in Educational Psychology at an accredited college or university.

- 2) 20 hours of Teaching Methods (Theory) that shall include, but not be limited to, topics in individual differences in learning, lesson planning and design, lesson delivery, assessment of learning performance, classroom clinic management, student motivation and clinic climate. These hours shall be waived on behalf of cosmetology teacher students who have completed a course in Teaching Methods-Secondary Level at an accredited college or university.
- 3) 10 hours of Business Methods that include inventory, recordkeeping, interviewing, supplies, the Illinois Barber, Cosmetology, Esthetics, and Nail Technology Act of 1985 and 68 Ill. Adm. Code 1175.
- 4) 200 hours of Student Teaching under the on-site supervision of an Illinois licensed teacher. The student teacher shall supervise clinic students and present practical demonstrations to students in the clinic portion of the basic cosmetology curriculum.

- b) Completion of an instructor's institute of 20 hours, as provided in Section 3C-3 of the Act, may be done in lieu of the 250 hour clinic teacher curriculum if an individual has obtained a minimum of 2 years of practical experience working at least 30 full time hours per week as a licensed nail technician prior to submitting an application for examination. This institute shall, at a minimum, consist of 10 hours of Educational Psychology and 10 hours of Teaching Methods (Theory). The approved curriculum for a 250-hour Clinic Teacher Training Program shall be based upon 2 years of practical experience.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1145 Final Examination**

- a) A school shall require each candidate for graduation to pass a final examination which shall test the student's theoretical and practical knowledge of the curriculum studied.
- b) The practical examination shall test the candidate's skills in the following areas:
  - 1) Acrylic free form and overlay procedures;

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- 2) Manicure;
  - 3) Pedicure;
  - 4) Gel;
  - 5) Wrap procedures; and
  - 6) Safety and sanitation procedures.
- c) The examination shall be administered by the uniform application of standard performance criteria established by the school for each skill area. The standard performance criteria for each skill area shall be delineated in the examination records as specified in subsection (h) ~~below~~.
- d) A passing score of 75 or greater shall be required on both the theoretical and practical portions of the final examination.
- e) The school shall allow each candidate for graduation at least 3 attempts to pass the final exam.
- f) The ~~Division~~Department may monitor the administration of the final examination:
- 1) As a result of a complaint received;
  - 2) For random sampling;
  - 3) To collect data; and/or
  - 4) When the failure rate on the licensure examination for school graduates is greater than 25%.
- g) The ~~Division~~Department shall maintain records of each school's graduate failure rate on the licensing examination. The records shall reflect only first examination attempts for each graduate. The examination results shall not count toward the failure rate on the licensing examination if the student transfers to the school from a closed school with one-half or more of the required hours for graduation.
- h) The school shall maintain records of the final examination for a period of no less

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than 5 years in the manner prescribed in Section 1175.1125(b) of this Part. These records shall include:

- 1) A copy of the final examination administered; and
- 2) Each student's examination grades.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1150 Change of Ownership**

- a) When the ownership of an approved school changes, the new owner shall, within 5 working days from the date title to the school is transferred, mail to the Division~~Department~~ the following:
  - 1) An affidavit stating that the contract is contingent on a certificate being issued to the new owner. If this is not provided, the school must close on the date of the transfer and remain closed until a new certificate is issued;
  - 2) A signed and completed school application;
  - 3) A floor plan if any expansion is to be done by the new owner;
  - 4) A copy of a lease agreement showing at least a 1 year commitment or certification of school site ownership;
  - 5) A copy of the enrollment agreement that will be utilized by the new owner;
  - 6) A copy of the written, published attendance policy that will be utilized by the new owner;
  - 7) A copy of curricula that will be used by the new owner;
  - 8) A sample copy of the school's official transcript;
  - 9) A Commitment Statement, as provided in the licensure application packet, signed and dated by the school's chief managing employer and a statement signed and dated by each partner or each officer of the corporation;

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- 10) List of all the names, addresses and current status of all schools in which the applicant has previously owned any interest, and a declaration as to whether any of these schools were ever denied accreditation or licensing or lost accreditation or licensing from any government body or accrediting agency;
- 117) If the owner is a corporation, a copy of the Articles of Incorporation;
- 128) If the owner is a partnership, a listing of all partners and their addresses;
- 139) A signed inspection report by the local fire inspection authority within 6 months prior to application approving the school site;
- 1410) A certified financial statement prepared by a licensed public accountant who is not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months;
- 1544) If a name change is to also occur, the new owner must submit a sample of the new school seal and a photo of the new school sign; and
- 1642) The required fee set forth in Section 1175.100.
- b) Once the ~~above~~ items listed in subsection (a) have been received, the ~~Division~~Department shall conduct an inspection prior to approval of the change of ownership. Approval will be granted if all of the requirements of Subpart K have been met.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1155 Change of Location**

- a) When the location of an approved school is changed, the school owner shall submit to the ~~Division~~Department the following:
- 1) Written notice to the ~~Division~~Department at least 30 days in advance of the school site change;
  - 2) A signed and completed school application;
  - 3) A floor plan drawn to a scale specified on the drawing;

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- 4) A copy of a lease agreement showing at least a 1 year commitment or certification of ownership of the school site;
  - 5) An inspection report signed by the local fire inspection authority within 6 months prior to application approving the site; and
  - 6) The required fee set forth in Section 1175.100.
- b) Once the ~~above~~ items listed in subsection (a) have been received, the ~~Division~~Department shall inspect the premises to determine compliance with this Part. School operations shall not begin at the new location nor may the school in any way solicit student enrollment until the owners have received written notice of approval from the ~~Division~~Department. Approval will be granted if all requirements of Subpart K have been met.
- c) If the change of location is due to natural destruction of the original premises, a temporary site may be used to teach theory classes only.
- 1) The temporary site must be inspected prior to its use and must possess light and ventilation, tables and chairs for the number of students in a classroom, and must be clean.
  - 2) The temporary site may be used for a period of 2 months. The 2 month period can be extended for good cause. Good cause includes, but is not limited to, unexpected delays in construction, delays in lease arrangements or delays in equipment delivery.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1160 Change of Name**

When changing the name of a licensed school, a written request for a name change, along with the required fee specified in Section 1175.100, shall be mailed 30 days in advance of any name change. The ~~Division~~Department shall then issue a new certificate. At the time of the change in name, all identifying signs and materials must be changed to conform with the new name on the school license.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

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**Section 1175.1165 Expansion**

- a) Written notice shall be given to the ~~Division~~Department 30 days prior to any expansion of an approved school.
- b) Off-Site Classroom
- 1) When the expansion will result in an off-site classroom location, a completed application must be submitted along with:
- A)1) A detailed floor plan drawn to a scale specified on the drawing;
- B)2) A copy of a lease showing at least a 1 year commitment to the use of the site or certification of ownership of the proposed site;
- C)3) A signed fire inspection report from the local fire authority within 6 months prior to application giving approval for use of the site as a classroom location;
- D)4) A statement from the school owner outlining the purpose of the classroom location;
- E)5) A listing of any and all additional teachers who will be added to the teaching staff as a result of the expansion;
- F)6) A financial statement prepared by a public accountant licensed by the ~~Division~~Department pursuant to the Illinois Public Accounting Act who is not an employee of the school, indicating sufficient current finances exist to operate the school for at least 3 months; and
- G)7) The required fee set forth in Section 1175.100.
- 2) An off-site classroom location is defined as a separate classroom located within 5 miles of the main school site that serves to provide adequate space in which to train an overflow of students. A clinic may not be operated at an off-site classroom location. A school may establish only 1 off-site classroom location. All identifying signs and materials must reflect the name of the main school.

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- c) When an on-site expansion is to accommodate an increased enrollment, a completed application shall be submitted along with:
- 1) A detailed floor plan drawn to a scale specified on the drawing;
  - 2) A statement from the school owner outlining the purpose of expansion;
  - 3) A listing of any and all additional teachers who will be added to the teaching staff as a result of the expansion; and
  - 4) The required inspection fee as set forth in Section 1175.100.
- d) Upon receipt of the ~~above~~ items listed in subsections (b) and (c), the DivisionDepartment shall inspect the expansion site to determine compliance with this Part. The site shall not be used until the inspection has occurred and the owner has received written notification of approval from the DivisionDepartment. Approval will be granted if all of the requirements of Subpart K have been met.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1170 Discontinuance of Program**

- a) The DivisionDepartment shall receive a minimum of 30 days written notice of a school's intent to discontinue its program. The notice shall include the exact location where the student records are to be stored.
- b) The school owner shall notify the DivisionDepartment in writing of the actual closing date of the school.
- c) All school records shall be maintained after the school closes.
- d) The school must continue to meet the requirements of the Act and this Part until the actual closing date.
- e) Each student enrolled at the time of discontinuation must be provided an official transcript of all hours earned while enrolled in the program.
- f) All refunds shall be given to students in accordance with the refund provisions set forth in the enrollment agreement.

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(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1175 Withdrawal of Approval**

- a) The ~~Division~~Department may withdraw, suspend or place on probation, pursuant to 68 Ill. Adm. Code 1110, the approval of a school of cosmetology or nail technology school when the quality of the program has been affected by, but not limited to, any of the following causes:
- 1) Gross or repeated violations of any provisions of the Act or this Part;
  - 2) Fraud or dishonesty in furnishing transcripts or documentation for evaluation of the school;
  - 3) Failure to meet the criteria for school approval in Section 1175.1100;
  - 4) Failure to administer the final examination as specified in this Part;
  - 5) Failure to maintain final examination grades for each student and a master of the examination administered as specified in this Part;
  - 6) Fraud or dishonesty in providing transcripts to students who have fulfilled all obligations under Section 1175.1115;
  - 7) Failure to provide transcripts to students;
  - 8) A finding by the U.S. Office of Education or Illinois Student Assistance Commission that a school has misappropriated or misused grant or loan monies or has aided in obtaining such monies by providing fraudulent or untruthful information; or
  - 9) Any other violation of the Act or this Part.
- b) Performance Record on Licensing Examination
- 1) When a school's graduates have a 25% or greater failure rate on the licensing examination, ~~Division~~Department approval of a school shall be reviewed pursuant to Section 1175.1100.
  - 2) The performance record of a school's graduates on the licensing

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examination as compared with the statewide performance record shall be considered by the DivisionDepartment when reviewing DivisionDepartment approval of a school.

- 3) The DivisionDepartment shall give written notice and a hearing pursuant to 68 Ill. Adm. Code 1110 when DivisionDepartment approval of a school is being reviewed.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART L: CONTINUING EDUCATION

**Section 1175.1200 Sponsor Approval**

- a) Sponsor, as used in this Section, shall mean *accredited universities and colleges, industry or trade associations, corporate salons, franchise salons, independent salons, vocational and technical schools, cosmetology schools, and other entities* (Section 4-1.5(a)) that have been approved and authorized by the DivisionDepartment to coordinate and present continuing education courses or programs for cosmetologists, cosmetology teachers, estheticians, esthetics teachers, nail technicians or nail technology teachers.
- b) A continuing education sponsor application shall be filed with the DivisionDepartment to be approved as a continuing education sponsor. The application shall include:
  - 1) A copy of the Certificate of Attendance which shall contain the following information:
    - A) The CE sponsor registration number, name and address;
    - B) Category of CE (cosmetology, nail technician, esthetics);
    - C) Name and license number of the participant;
    - D) Number of hours awarded; and
    - E) Course title and date of course.
  - 2) A 3 hour CE course outline, including evidence of appropriate facilities,

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instructor qualifications and content of the course.

- 3) Name and address of the contact person responsible for all recordkeeping.
  - 4) Certification that the sponsor will comply with all sponsor CE requirements set forth in this Subpart.
  - 5) The required fee set forth in Section 4-1.5(c) of the Act.
- c) A CE sponsor shall provide CE courses and programs that are organized programs of formal learning that contribute directly to a licensee's knowledge and ability to perform duties as a licensee. *No product sales shall be permitted during a continuing education program.* (Product sales/selling is any activity that involves a deal sheet or invoice or mention of prices or special deals. Such activities are prohibited during the presentation of continuing education programs.) *After the continuing education program is concluded and the certificates of attendance are distributed to the attendees, product sales shall be permitted.* (Section 4-1.5(e)(2)) A continuing education program or course must meet the following minimum requirements:
- 1) Be developed and presented by persons with education, training and/or practical experience in the subject matter to be presented.
  - 2) Include a student evaluation of both instructor and the course.
  - 3) Specify the course objectives, content, prerequisites, requirements, the licensure category for which the CE applies and the number of CE hours to be earned. Such information shall be specified in all promotional materials.
  - 4) Be in the following subject areas for cosmetologists, estheticians and nail technicians:
    - A) Advanced product chemistry and chemical interaction;
    - B) The use of machines and implements;
    - C) Sanitary procedures;
    - D) Hazardous chemicals;

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- E) Exposure minimization;
  - F) Updated use of implements as they relate to applicable services under this Act;
  - G) Advanced knowledge of the anatomy of the skin, scalp, hair and/or nails;
  - H) Human relations/communication skills; and
  - I) Management and marketing.
- 5) Be in the following subject areas for cosmetology, esthetics and nail technology teachers in addition to the areas set forth in subsection (c)(4) of this Section.
- A) Teaching methodology;
  - B) Educational psychology;
  - C) Classroom management; or
  - D) Other teaching related courses.
- 6) Individual study courses (correspondence, audio or video courses) sponsored by an approved sponsor shall include an examination and a means of verification that the licensee has successfully completed such course. (See Section 1175.1210(e).)
- d) All sponsors shall verify attendance at each CE course or program. A record of attendance shall be kept for no less than 5 years. Sponsors shall give each successful participant a record of completion at the end of the course or program. All records shall include the following information: name, address and license number for each participant, category of CE (cosmetology, nail technician, esthetics, teacher education), number of hours awarded, course title and date of course. *Sponsors may delegate recordkeeping duties to one of their members or member groups.* (Section 4-1.5(a))
- e) CE sponsors shall be required to renew their approval every two years upon

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submission of the renewal application and the required fee. The first renewal shall be December 31, 1997.

- f) All CE programs given on or after October 1, 1996, must be given by a sponsor who has been approved by the Division~~Department~~ to provide continuing education.
- g) All sponsors approved by the Division~~Department~~ as of December 31, 1995, will be required to submit an application, the required fee and meet the current requirements set forth in this Part and the Act to continue to provide continuing education programs on or after October 1, 1996. *An approved sponsor may subcontract with individuals and organizations to provide approved programs. These persons must meet the criteria established in Section 4-1.5(e)(1) and (2).* (Section 4-1.5(j)) Any time the sponsor subcontracts with a presenter, all advertisements, promotional materials and the Certificate of Attendance will bear the name, address and registration number of the sponsor. The name of the subcontractor may appear as the "Presenter" but no document shall imply that the subcontractor is registered as a CE sponsor.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1205 Division~~Department~~ Supervision**

- a) The Division~~Department~~ shall audit sponsors and their programs upon written complaint or allegation that the sponsor has not fully complied with the requirements of this Subpart.
- b) A sponsor's approval will be terminated if the sponsor fails to provide information to the Division~~Department~~ to ascertain compliance with this Subpart.
- c) Upon failure of any sponsor to comply with requirements of Subpart L, the Division~~Department~~ shall issue a written notification to the sponsor that it must remedy its non-compliance prior to providing further approved courses.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1210 Credit Hours**

- a) With the exception of program hours earned under subsection (e) of this Section, an approved CE program hour shall include at a minimum 50 minutes of actual

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class time, exclusive of time devoted by participants to pre-class or post-class preparation.

- b) Participants completing courses at a university or college shall receive 15 CE credit hours for each semester hour or 10 CE hours for each quarter hour of school credit awarded.
- c) A licensee who serves as an instructor, speaker or discussion leader of an approved course shall be allowed CE credit for actual presentation time. For preparation time, 1 hour of credit will be awarded for each 2 hours of actual presentation time. Preparation time for repetitious presentations shall not receive credit. No more than 10 hours can be earned under this subsection during any renewal period.
- d) Credit shall be awarded for successful completion of courses taken pursuant to continuing education requirements in another state. Credit hours shall be awarded as stated in subsections (a), (b) and (c) ~~above~~.
- e) Renewal applicants may earn a maximum of 50% of the total hours required for each renewal through completion of individual study courses (see Section 1175.1200(c)(6)).
- f) Continuing Education Earned in Other States. If a licensee has earned CE hours in another state or territory for which he/she will be claiming credit toward full compliance in Illinois, the applicant shall submit an out of state CE approval form along with a \$10 processing fee within 90 days after completion of the course. The Committee shall review and recommend approval or disapproval of this program using the criteria set forth in this Section.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

**Section 1175.1215 Waiver of Continuing Education Requirements**

- a) Any renewal applicant seeking renewal of a license or certificate without having fully complied with these CE requirements shall file with the ~~Division~~Department a renewal application along with the required renewal fee, a statement setting forth the facts concerning such noncompliance, a request for waiver of the CE requirements on the basis of such facts and, if desired, a request for an interview before the ~~Board~~Committee. If the ~~Division~~Department finds from such statement or any other evidence submitted or upon recommendation of the

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BoardCommittee, that good cause has been shown for granting a waiver of the CE requirements, or any part thereof, the DivisionDepartment shall waive enforcement of such requirements for the renewal period for which the applicant has applied.

- b) Good cause shall be defined as an inability to devote sufficient hours to fulfilling the CE requirements during the applicable prerenewal period because of:
- 1) Full-time service in the armed forces of the United States of America during a substantial part of such period;
  - 2) An incapacitating illness documented by a currently licensed physician; or
  - 3) Hardship as defined in Section 3-7 of the Act:
    - A) The licensee resides in a locality where it is demonstrated that the absence of opportunities for such education would interfere with the ability of the licensee to provide services to the public.
    - B) That to comply with the continuing education requirements would cause a substantial financial hardship on the licensee.
- c) A licensee who is at least 62 years of age or has been licensed as a cosmetologist, cosmetology teacher or cosmetology clinic teacher for at least 25 years is exempt from the continuing education requirement~~A licensed cosmetologist or cosmetology teacher who has held a license for 25 years and does not regularly work as a cosmetologist or cosmetology teacher for more than 14 hours per week or was at least 62 years of age before January 1, 1999 shall not be required to comply with the continuing education requirements.~~
- d) If an interview is requested at the time the request for such waiver is filed with the DivisionDepartment, the renewal applicant shall be given at least 20 days written notice of the date, time and place of such interview by certified mail, return receipt requested.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

## SUBPART M: SHOP REGISTRATION

**Section 1175.1300 Application for a Barber Shop or Cosmetology, Nail Technician or**

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**Esthetics Salon Certificate of Registration**

- a) Pursuant to Article IIID of the Act, all cosmetology, nail technician or esthetics salons and barber shops shall obtain a certificate of registration from the Division~~Department~~ in order to operate in Illinois. A shop shall file an application with the Division~~Department~~, on forms supplied the Division~~Department~~. The application shall include the following:
- 1) Shop name, street and city address and telephone number;
  - 2) Shop owner's name, home address and home telephone number;
  - 3) If a partnership, a copy of the partnership agreement and all partners' home addresses and phone numbers;
  - 4) If a corporation, a copy of the Articles of Incorporation as filed with the Illinois Secretary of State and a list of all corporate officers and managers;  
~~and~~
  - 5) If the applicant is licensed in another profession covered under the Act, a license number; ~~and must be provided.~~
  - 6) If any owner, managing partner or CEO holds an Illinois license, a list of the names and license numbers.
- b) A separate certificate of registration is required for each shop location and a separate application shall be submitted to the Division~~Department~~.
- c) Change of Location. All registered shops/salons shall notify the Division~~Department~~ of any change of address. The certificate of registration shall be returned to the Division~~Department~~ and a new certificate of registration will be issued with the new address for a fee of \$20.
- d) Change of Ownership. When the ownership of the shop changes, the new owner shall be required to file a new application for a certificate of registration with the Division~~Department~~ pursuant to Section 3D-5(c) of the Act.
- e) Change of Name. All registered shops/salons shall notify the Division~~Department~~ of any change of business name. The certificate of registration shall be returned to the Division~~Department~~ and a new certificate of registration will be issued with

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the new name for a fee of \$20.

- f) All certificates of registration shall expire on November 30 of even numbered years.

(Source: Amended at 30 Ill. Reg. 9503, effective May 10, 2006)

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- 1) Heading of the Part: Definitions and General Provisions
- 2) Code Citation: 35 Ill. Adm. Code 211
- 3) 

<u>Section Numbers:</u>	<u>Adopted Action:</u>
211.953	New Section
211.5880	New Section
- 4) Statutory Authority: Implementing Sections 9, 9.1, 9.9 and 10 and authorized by Sections 27, 28 and 28.5 of the Environmental Protection Act [415 ILCS 5/9, 9.1, 9.9, 10, 27, 28 and 28.5]
- 5) Effective Date of Amendments: May 15, 2006
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) The adopted amendments, including any material incorporated by reference, are on file in the Board's Chicago office at the James R. Thompson Center, 100 W. Randolph, Suite 11-500 and are available for public inspection.
- 9) Notice of Proposal Published in Illinois Register: May 27, 2005; 29 Ill. Reg. 7418
- 10) Has JCAR issued a Statement of Objection to these amendments? No
- 11) Differences between proposal and final version: The Board did not make any changes to the first notice proposal.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements letter issued by JCAR? No changes were necessary.
- 13) Will this rulemaking replace any emergency amendments currently in effect? No
- 14) Are there any amendments pending on this Part? No
- 15) Summary and Purpose of Amendments: A more complete description of this rulemaking can be found in the Board's May 4, 2006 opinion and order in consolidated Board dockets R04-12 and R04-20. This rulemaking, which amended Part 211 of the Board's air

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pollution control regulations, is part of a larger rulemaking in which the Board also adopted amendments to other air regulations for stationary sources of emissions at 35 Ill. Adm. Code 214, 218, and 219. The Board used docket R04-12 to correct typographical errors in formulas in Part 214 (Sulfur Limitations). The Board used docket R04-20 to amend Part 211 (Definitions and General Provisions), Part 218 (Organic Material Emission Standards and Limitations for the Chicago Area), and Part 219 (Organic Material Emission Standards and Limitations for the Metro East Area).

The R04-20 amendments are intended to correct, update, and clarify rules implementing federal Clean Air Act requirements for volatile organic material (VOM) emissions reductions in the Chicago and Metro East ozone areas. The adopted amendments address, among other things, capture efficiency, carbon adsorbers and control device monitoring, screen printers, sealers and topcoats, lithographic printing, natural gas fired afterburners, perchloroethylene dry cleaners, and motor vehicle refinishing. The amendments are intended to be non-substantive and emissions-neutral, and to benefit the regulated community by reducing the burden of, and increasing the flexibility in, demonstrating compliance.

Specifically, the amendments to Part 211 add two new definitions to the Board's regulations: "carbon adsorber" and "screen printing on paper." Although the term "carbon adsorber" is commonly understood to refer to adsorbent technology generally, the term is being defined to explicitly include not only carbon but also other media (such as oxides of silicon and aluminum) that have recently become available on the market. The definition of "screen printing on paper" is designed to help clarify that the activity falls under Subpart TT, "Other Emission Units," in Parts 218 and 219, rather than the "paper coating" regulations in Subpart F of Parts 218 and 219.

16) Information and questions regarding these adopted amendments shall be directed to:

Richard McGill  
Illinois Pollution Control Board  
100 W. Randolph 11-500  
Chicago, IL 60601

312-814-6983

Copies of the Board's opinions and orders may be requested from the Clerk of the Board at the address listed in #8 above or by calling 312/814-3620. Please refer to the docket

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POLLUTION CONTROL BOARD

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numbers R04-12 and R04-20 in your request. Board opinions and orders are also available from the Board's Web site ([www.ipcb.state.il.us](http://www.ipcb.state.il.us))

The full text of the Adopted Amendments begins on the next page:

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TITLE 35: ENVIRONMENTAL PROTECTION  
SUBTITLE B: AIR POLLUTION  
CHAPTER I: POLLUTION CONTROL BOARD  
SUBCHAPTER c: EMISSION STANDARDS AND LIMITATIONS  
FOR STATIONARY SOURCESPART 211  
DEFINITIONS AND GENERAL PROVISIONS

## SUBPART A: GENERAL PROVISIONS

Section	
211.101	Incorporations by Reference
211.102	Abbreviations and Conversion Factors

## SUBPART B: DEFINITIONS

Section	
211.121	Other Definitions
211.122	Definitions (Repealed)
211.130	Accelacota
211.150	Accumulator
211.170	Acid Gases
211.210	Actual Heat Input
211.230	Adhesive
211.240	Adhesion Promoter
211.250	Aeration
211.270	Aerosol Can Filling Line
211.290	Afterburner
211.310	Air Contaminant
211.330	Air Dried Coatings
211.350	Air Oxidation Process
211.370	Air Pollutant
211.390	Air Pollution
211.410	Air Pollution Control Equipment
211.430	Air Suspension Coater/Dryer
211.450	Airless Spray
211.470	Air Assisted Airless Spray
211.474	Alcohol
211.479	Allowance

## POLLUTION CONTROL BOARD

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211.484	Animal
211.485	Animal Pathological Waste
211.490	Annual Grain Through-Put
211.495	Anti-Glare/Safety Coating
211.510	Application Area
211.530	Architectural Coating
211.550	As Applied
211.560	As-Applied Fountain Solution
211.570	Asphalt
211.590	Asphalt Prime Coat
211.610	Automobile
211.630	Automobile or Light-Duty Truck Assembly Source or Automobile or Light-Duty Truck Manufacturing Plant
211.650	Automobile or Light-Duty Truck Refinishing
211.660	Automotive/Transportation Plastic Parts
211.670	Baked Coatings
211.680	Bakery Oven
211.685	Basecoat/Clearcoat System
211.690	Batch Loading
211.695	Batch Operation
211.696	Batch Process Train
211.710	Bead-Dipping
211.730	Binders
211.750	British Thermal Unit
211.770	Brush or Wipe Coating
211.790	Bulk Gasoline Plant
211.810	Bulk Gasoline Terminal
211.820	Business Machine Plastic Parts
211.830	Can
211.850	Can Coating
211.870	Can Coating Line
211.890	Capture
211.910	Capture Device
211.930	Capture Efficiency
211.950	Capture System
<u>211.953</u>	<u>Carbon Adsorber</u>
211.955	Cement
211.960	Cement Kiln
211.970	Certified Investigation
211.980	Chemical Manufacturing Process Unit

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211.990	Choke Loading
211.1010	Clean Air Act
211.1050	Cleaning and Separating Operation
211.1070	Cleaning Materials
211.1090	Clear Coating
211.1110	Clear Topcoat
211.1120	Clinker
211.1130	Closed Purge System
211.1150	Closed Vent System
211.1170	Coal Refuse
211.1190	Coating
211.1210	Coating Applicator
211.1230	Coating Line
211.1250	Coating Plant
211.1270	Coil Coating
211.1290	Coil Coating Line
211.1310	Cold Cleaning
211.1312	Combined Cycle System
211.1316	Combustion Turbine
211.1320	Commence Commercial Operation
211.1324	Commence Operation
211.1328	Common Stack
211.1330	Complete Combustion
211.1350	Component
211.1370	Concrete Curing Compounds
211.1390	Concentrated Nitric Acid Manufacturing Process
211.1410	Condensate
211.1430	Condensable PM-10
211.1465	Continuous Automatic Stoking
211.1467	Continuous Coater
211.1470	Continuous Process
211.1490	Control Device
211.1510	Control Device Efficiency
211.1515	Control Period
211.1520	Conventional Air Spray
211.1530	Conventional Soybean Crushing Source
211.1550	Conveyorized Degreasing
211.1570	Crude Oil
211.1590	Crude Oil Gathering
211.1610	Crushing

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211.1630	Custody Transfer
211.1650	Cutback Asphalt
211.1670	Daily-Weighted Average VOM Content
211.1690	Day
211.1710	Degreaser
211.1730	Delivery Vessel
211.1750	Dip Coating
211.1770	Distillate Fuel Oil
211.1780	Distillation Unit
211.1790	Drum
211.1810	Dry Cleaning Operation or Dry Cleaning Facility
211.1830	Dump-Pit Area
211.1850	Effective Grate Area
211.1870	Effluent Water Separator
211.1875	Elastomeric Materials
211.1880	Electromagnetic Interference/Radio Frequency Interference (EMI/RFI) Shielding Coatings
211.1885	Electronic Component
211.1890	Electrostatic Bell or Disc Spray
211.1900	Electrostatic Prep Coat
211.1910	Electrostatic Spray
211.1920	Emergency or Standby Unit
211.1930	Emission Rate
211.1950	Emission Unit
211.1970	Enamel
211.1990	Enclose
211.2010	End Sealing Compound Coat
211.2030	Enhanced Under-the-Cup Fill
211.2050	Ethanol Blend Gasoline
211.2070	Excess Air
211.2080	Excess Emissions
211.2090	Excessive Release
211.2110	Existing Grain-Drying Operation (Repealed)
211.2130	Existing Grain-Handling Operation (Repealed)
211.2150	Exterior Base Coat
211.2170	Exterior End Coat
211.2190	External Floating Roof
211.2210	Extreme Performance Coating
211.2230	Fabric Coating
211.2250	Fabric Coating Line

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211.2270	Federally Enforceable Limitations and Conditions
211.2285	Feed Mill
211.2290	Fermentation Time
211.2300	Fill
211.2310	Final Repair Coat
211.2330	Firebox
211.2350	Fixed-Roof Tank
211.2360	Flexible Coating
211.2365	Flexible Operation Unit
211.2370	Flexographic Printing
211.2390	Flexographic Printing Line
211.2410	Floating Roof
211.2420	Fossil Fuel
211.2425	Fossil Fuel-Fired
211.2430	Fountain Solution
211.2450	Freeboard Height
211.2470	Fuel Combustion Emission Unit or Fuel Combustion Emission Source
211.2490	Fugitive Particulate Matter
211.2510	Full Operating Flowrate
211.2530	Gas Service
211.2550	Gas/Gas Method
211.2570	Gasoline
211.2590	Gasoline Dispensing Operation or Gasoline Dispensing Facility
211.2610	Gel Coat
211.2620	Generator
211.2630	Gloss Reducers
211.2650	Grain
211.2670	Grain-Drying Operation
211.2690	Grain-Handling and Conditioning Operation
211.2710	Grain-Handling Operation
211.2730	Green-Tire Spraying
211.2750	Green Tires
211.2770	Gross Heating Value
211.2790	Gross Vehicle Weight Rating
211.2810	Heated Airless Spray
211.2815	Heat Input
211.2820	Heat Input Rate
211.2830	Heatset
211.2850	Heatset Web Offset Lithographic Printing Line
211.2870	Heavy Liquid

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211.2890	Heavy Metals
211.2910	Heavy Off-Highway Vehicle Products
211.2930	Heavy Off-Highway Vehicle Products Coating
211.2950	Heavy Off-Highway Vehicle Products Coating Line
211.2970	High Temperature Aluminum Coating
211.2990	High Volume Low Pressure (HVLP) Spray
211.3010	Hood
211.3030	Hot Well
211.3050	Housekeeping Practices
211.3070	Incinerator
211.3090	Indirect Heat Transfer
211.3110	Ink
211.3130	In-Process Tank
211.3150	In-Situ Sampling Systems
211.3170	Interior Body Spray Coat
211.3190	Internal-Floating Roof
211.3210	Internal Transferring Area
211.3230	Lacquers
211.3250	Large Appliance
211.3270	Large Appliance Coating
211.3290	Large Appliance Coating Line
211.3310	Light Liquid
211.3330	Light-Duty Truck
211.3350	Light Oil
211.3370	Liquid/Gas Method
211.3390	Liquid-Mounted Seal
211.3410	Liquid Service
211.3430	Liquids Dripping
211.3450	Lithographic Printing Line
211.3470	Load-Out Area
211.3480	Loading Event
211.3483	Long Dry Kiln
211.3485	Long Wet Kiln
211.3487	Low-NO <sub>x</sub> Burner
211.3490	Low Solvent Coating
211.3500	Lubricating Oil
211.3510	Magnet Wire
211.3530	Magnet Wire Coating
211.3550	Magnet Wire Coating Line
211.3570	Major Dump Pit

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211.3590	Major Metropolitan Area (MMA)
211.3610	Major Population Area (MPA)
211.3620	Manually Operated Equipment
211.3630	Manufacturing Process
211.3650	Marine Terminal
211.3660	Marine Vessel
211.3670	Material Recovery Section
211.3690	Maximum Theoretical Emissions
211.3695	Maximum True Vapor Pressure
211.3710	Metal Furniture
211.3730	Metal Furniture Coating
211.3750	Metal Furniture Coating Line
211.3770	Metallic Shoe-Type Seal
211.3780	Mid-Kiln Firing
211.3790	Miscellaneous Fabricated Product Manufacturing Process
211.3810	Miscellaneous Formulation Manufacturing Process
211.3830	Miscellaneous Metal Parts and Products
211.3850	Miscellaneous Metal Parts and Products Coating
211.3870	Miscellaneous Metal Parts or Products Coating Line
211.3890	Miscellaneous Organic Chemical Manufacturing Process
211.3910	Mixing Operation
211.3915	Mobile Equipment
211.3930	Monitor
211.3950	Monomer
211.3960	Motor Vehicles
211.3965	Motor Vehicle Refinishing
211.3970	Multiple Package Coating
211.3980	Nameplate Capacity
211.3990	New Grain-Drying Operation (Repealed)
211.4010	New Grain-Handling Operation (Repealed)
211.4030	No Detectable Volatile Organic Material Emissions
211.4050	Non-Contact Process Water Cooling Tower
211.4055	Non-Flexible Coating
211.4065	Non-Heatset
211.4067	NO <sub>x</sub> Trading Program
211.4070	Offset
211.4090	One Hundred Percent Acid
211.4110	One-Turn Storage Space
211.4130	Opacity
211.4150	Opaque Stains

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211.4170	Open Top Vapor Degreasing
211.4190	Open-Ended Valve
211.4210	Operator of a Gasoline Dispensing Operation or Operator of a Gasoline Dispensing Facility
211.4230	Organic Compound
211.4250	Organic Material and Organic Materials
211.4260	Organic Solvent
211.4270	Organic Vapor
211.4290	Oven
211.4310	Overall Control
211.4330	Overvarnish
211.4350	Owner of a Gasoline Dispensing Operation or Owner of a Gasoline Dispensing Facility
211.4370	Owner or Operator
211.4390	Packaging Rotogravure Printing
211.4410	Packaging Rotogravure Printing Line
211.4430	Pail
211.4450	Paint Manufacturing Source or Paint Manufacturing Plant
211.4470	Paper Coating
211.4490	Paper Coating Line
211.4510	Particulate Matter
211.4530	Parts Per Million (Volume) or PPM (Vol)
211.4550	Person
211.4590	Petroleum
211.4610	Petroleum Liquid
211.4630	Petroleum Refinery
211.4650	Pharmaceutical
211.4670	Pharmaceutical Coating Operation
211.4690	Photochemically Reactive Material
211.4710	Pigmented Coatings
211.4730	Plant
211.4740	Plastic Part
211.4750	Plasticizers
211.4770	PM-10
211.4790	Pneumatic Rubber Tire Manufacture
211.4810	Polybasic Organic Acid Partial Oxidation Manufacturing Process
211.4830	Polyester Resin Material(s)
211.4850	Polyester Resin Products Manufacturing Process
211.4870	Polystyrene Plant
211.4890	Polystyrene Resin

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211.4910	Portable Grain-Handling Equipment
211.4930	Portland Cement Manufacturing Process Emission Source
211.4950	Portland Cement Process or Portland Cement Manufacturing Plant
211.4960	Potential Electrical Output Capacity
211.4970	Potential to Emit
211.4990	Power Driven Fastener Coating
211.5010	Precoat
211.5015	Preheater Kiln
211.5020	Preheater/Precalciner Kiln
211.5030	Pressure Release
211.5050	Pressure Tank
211.5060	Pressure/Vacuum Relief Valve
211.5061	Pretreatment Wash Primer
211.5065	Primary Product
211.5070	Prime Coat
211.5080	Primer Sealer
211.5090	Primer Surfacer Coat
211.5110	Primer Surfacer Operation
211.5130	Primers
211.5150	Printing
211.5170	Printing Line
211.5185	Process Emission Source
211.5190	Process Emission Unit
211.5210	Process Unit
211.5230	Process Unit Shutdown
211.5245	Process Vent
211.5250	Process Weight Rate
211.5270	Production Equipment Exhaust System
211.5310	Publication Rotogravure Printing Line
211.5330	Purged Process Fluid
211.5340	Rated Heat Input Capacity
211.5350	Reactor
211.5370	Reasonably Available Control Technology (RACT)
211.5390	Reclamation System
211.5410	Refiner
211.5430	Refinery Fuel Gas
211.5450	Refinery Fuel Gas System
211.5470	Refinery Unit or Refinery Process Unit
211.5480	Reflective Argent Coating
211.5490	Refrigerated Condenser

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211.5500	Regulated Air Pollutant
211.5510	Reid Vapor Pressure
211.5530	Repair
211.5550	Repair Coat
211.5570	Repaired
211.5580	Repowering
211.5590	Residual Fuel Oil
211.5600	Resist Coat
211.5610	Restricted Area
211.5630	Retail Outlet
211.5650	Ringelmann Chart
211.5670	Roadway
211.5690	Roll Coater
211.5710	Roll Coating
211.5730	Roll Printer
211.5750	Roll Printing
211.5770	Rotogravure Printing
211.5790	Rotogravure Printing Line
211.5810	Safety Relief Valve
211.5830	Sandblasting
211.5850	Sanding Sealers
211.5870	Screening
<u>211.5880</u>	<u>Screen Printing on Paper</u>
211.5890	Sealer
211.5910	Semi-Transparent Stains
211.5930	Sensor
211.5950	Set of Safety Relief Valves
211.5970	Sheet Basecoat
211.5980	Sheet-Fed
211.5990	Shotblasting
211.6010	Side-Seam Spray Coat
211.6025	Single Unit Operation
211.6030	Smoke
211.6050	Smokeless Flare
211.6060	Soft Coat
211.6070	Solvent
211.6090	Solvent Cleaning
211.6110	Solvent Recovery System
211.6130	Source
211.6140	Specialty Coatings

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211.6145	Specialty Coatings for Motor Vehicles
211.6150	Specialty High Gloss Catalyzed Coating
211.6170	Specialty Leather
211.6190	Specialty Soybean Crushing Source
211.6210	Splash Loading
211.6230	Stack
211.6250	Stain Coating
211.6270	Standard Conditions
211.6290	Standard Cubic Foot (scf)
211.6310	Start-Up
211.6330	Stationary Emission Source
211.6350	Stationary Emission Unit
211.6355	Stationary Gas Turbine
211.6360	Stationary Reciprocating Internal Combustion Engine
211.6370	Stationary Source
211.6390	Stationary Storage Tank
211.6400	Stencil Coat
211.6410	Storage Tank or Storage Vessel
211.6420	Strippable Spray Booth Coating
211.6430	Styrene Devolatilizer Unit
211.6450	Styrene Recovery Unit
211.6470	Submerged Loading Pipe
211.6490	Substrate
211.6510	Sulfuric Acid Mist
211.6530	Surface Condenser
211.6540	Surface Preparation Materials
211.6550	Synthetic Organic Chemical or Polymer Manufacturing Plant
211.6570	Tablet Coating Operation
211.6580	Texture Coat
211.6590	Thirty-Day Rolling Average
211.6610	Three-Piece Can
211.6620	Three or Four Stage Coating System
211.6630	Through-the-Valve Fill
211.6650	Tooling Resin
211.6670	Topcoat
211.6690	Topcoat Operation
211.6695	Topcoat System
211.6710	Touch-Up
211.6720	Touch-Up Coating
211.6730	Transfer Efficiency

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211.6750	Tread End Cementing
211.6770	True Vapor Pressure
211.6790	Turnaround
211.6810	Two-Piece Can
211.6830	Under-the-Cup Fill
211.6850	Undertread Cementing
211.6860	Uniform Finish Blender
211.6870	Unregulated Safety Relief Valve
211.6880	Vacuum Metallizing
211.6890	Vacuum Producing System
211.6910	Vacuum Service
211.6930	Valves Not Externally Regulated
211.6950	Vapor Balance System
211.6970	Vapor Collection System
211.6990	Vapor Control System
211.7010	Vapor-Mounted Primary Seal
211.7030	Vapor Recovery System
211.7050	Vapor-Suppressed Polyester Resin
211.7070	Vinyl Coating
211.7090	Vinyl Coating Line
211.7110	Volatile Organic Liquid (VOL)
211.7130	Volatile Organic Material Content (VOMC)
211.7150	Volatile Organic Material (VOM) or Volatile Organic Compound (VOC)
211.7170	Volatile Petroleum Liquid
211.7190	Wash Coat
211.7200	Washoff Operations
211.7210	Wastewater (Oil/Water) Separator
211.7230	Weak Nitric Acid Manufacturing Process
211.7250	Web
211.7270	Wholesale Purchase – Consumer
211.7290	Wood Furniture
211.7310	Wood Furniture Coating
211.7330	Wood Furniture Coating Line
211.7350	Woodworking
211.7400	Yeast Percentage
211.APPENDIX A	Rule into Section Table
211.APPENDIX B	Section into Rule Table

AUTHORITY: Implementing Sections 9, 9.1, 9.9 and 10 and authorized by Sections 27, 28 and

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28.5 of the Environmental Protection Act [415 ILCS 5/9, 9.1, 9.9, 10, 27, 28 and 28.5].

SOURCE: Adopted as Chapter 2: Air Pollution, Rule 201: Definitions, R71-23, 4 PCB 191, filed and effective April 14, 1972; amended in R74-2 and R75-5, 32 PCB 295, at 3 Ill. Reg. 5, p. 777, effective February 3, 1979; amended in R78-3 and 4, 35 PCB 75 and 243, at 3 Ill. Reg. 30, p. 124, effective July 28, 1979; amended in R80-5, at 7 Ill. Reg. 1244, effective January 21, 1983; codified at 7 Ill. Reg. 13590; amended in R82-1 (Docket A) at 10 Ill. Reg. 12624, effective July 7, 1986; amended in R85-21(A) at 11 Ill. Reg. 11747, effective June 29, 1987; amended in R86-34 at 11 Ill. Reg. 12267, effective July 10, 1987; amended in R86-39 at 11 Ill. Reg. 20804, effective December 14, 1987; amended in R82-14 and R86-37 at 12 Ill. Reg. 787, effective December 24, 1987; amended in R86-18 at 12 Ill. Reg. 7284, effective April 8, 1988; amended in R86-10 at 12 Ill. Reg. 7621, effective April 11, 1988; amended in R88-23 at 13 Ill. Reg. 10862, effective June 27, 1989; amended in R89-8 at 13 Ill. Reg. 17457, effective January 1, 1990; amended in R89-16(A) at 14 Ill. Reg. 9141, effective May 23, 1990; amended in R88-30(B) at 15 Ill. Reg. 5223, effective March 28, 1991; amended in R88-14 at 15 Ill. Reg. 7901, effective May 14, 1991; amended in R91-10 at 15 Ill. Reg. 15564, effective October 11, 1991; amended in R91-6 at 15 Ill. Reg. 15673, effective October 14, 1991; amended in R91-22 at 16 Ill. Reg. 7656, effective May 1, 1992; amended in R91-24 at 16 Ill. Reg. 13526, effective August 24, 1992; amended in R93-9 at 17 Ill. Reg. 16504, effective September 27, 1993; amended in R93-11 at 17 Ill. Reg. 21471, effective December 7, 1993; amended in R93-14 at 18 Ill. Reg. 1253, effective January 18, 1994; amended in R94-12 at 18 Ill. Reg. 14962, effective September 21, 1994; amended in R94-14 at 18 Ill. Reg. 15744, effective October 17, 1994; amended in R94-15 at 18 Ill. Reg. 16379, effective October 25, 1994; amended in R94-16 at 18 Ill. Reg. 16929, effective November 15, 1994; amended in R94-21, R94-31 and R94-32 at 19 Ill. Reg. 6823, effective May 9, 1995; amended in R94-33 at 19 Ill. Reg. 7344, effective May 22, 1995; amended in R95-2 at 19 Ill. Reg. 11066, effective July 12, 1995; amended in R95-16 at 19 Ill. Reg. 15176, effective October 19, 1995; amended in R96-5 at 20 Ill. Reg. 7590, effective May 22, 1996; amended in R96-16 at 21 Ill. Reg. 2641, effective February 7, 1997; amended in R97-17 at 21 Ill. Reg. 6489, effective May 16, 1997; amended in R97-24 at 21 Ill. Reg. 7695, effective June 9, 1997; amended in R96-17 at 21 Ill. Reg. 7856, effective June 17, 1997; amended in R97-31 at 22 Ill. Reg. 3497, effective February 2, 1998; amended in R98-17 at 22 Ill. Reg. 11405, effective June 22, 1998; amended in R01-9 at 25 Ill. Reg. 108, effective December 26, 2000; amended in R01-11 at 25 Ill. Reg. 4582, effective March 15, 2001; amended in R01-17 at 25 Ill. Reg. 5900, effective April 17, 2001; amended in R05-16 at 29 Ill. Reg. 8181, effective May 23, 2005; amended in R05-11 at 29 Ill. Reg. 8892, effective June 13, 2005; amended in R04-20 at 30 Ill. Reg. 9654, effective May 15, 2006.

**Section 211.953 Carbon Adsorber**

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"Carbon Adsorber" means a control device designed to remove and, if desired, recover volatile organic material (VOM) from process emissions where removal of VOM is accomplished through the adherence of the VOM onto the surface of highly porous adsorbent particles, such as activated carbon. The term "carbon adsorber" describes any adsorber technology used as a control device even though media other than carbon may be used as the adsorbent, such as oxides of silicon and aluminum.

(Source: Added at 30 Ill. Reg. 9654, effective May 15, 2006)

**Section 211.5880 Screen Printing on Paper**

"Screen Printing on Paper" means a process that would otherwise be paper coating as defined in Section 211.4470 of this Part, except ink is passed through a taut screen or fabric to which a refined form of stencil has been applied. The stencil openings determine the form and dimensions of the imprint.

(Source: Added at 30 Ill. Reg. 9654, effective May 15, 2006)

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- 1) Heading of the Part: Sulfur Limitations
- 2) Code Citation: 35 Ill. Adm. Code 214
- 3) 

<u>Section Numbers:</u>	<u>Adopted Action:</u>
214.162	Amend
214.183	Amend
214.184	Amend
214.421	Amend
214.APPENDIX C	Amend
- 4) Statutory Authority: Implementing Section 10 and authorized by Section 27 of the Environmental Protection Act [415 ILCS 5/10 and 27]
- 5) Effective Date of Amendments: May 15, 2006
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) The adopted amendments, including any material incorporated by reference, is on file in the Board's Chicago office at the James R. Thompson Center, 100 W. Randolph, Suite 11-500 and are available for public inspection.
- 10) Notice of Proposal Published in Illinois Register: May 27, 2005; 29 Ill. Reg. 7435
- 10) Has JCAR issued a Statement of Objection to these amendments? No
- 11) Differences between proposal and final version: The Board made nonsubstantive, technical changes and revised the formulas in Section 214.184(b) and 214.Appendix C, Step 2 to change incorrect values in response to comments filed by the Illinois Environmental Protection Agency.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements letter issued by JCAR? Yes
- 13) Will these amendments replace any emergency amendments currently in effect? No
- 14) Are there any amendments pending on this Part? No

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- 15) Summary and Purpose of Amendments: A more complete description of this rulemaking can be found in the Board's May 4, 2006 opinion and order in consolidated Board dockets R04-12 and R04-20. This rulemaking, which amended Part 214 of the Board's air pollution control regulations, is part of a larger rulemaking in which the Board also adopted amendments to other air regulations for stationary sources of emissions at 35 Ill. Adm. Code 211, 218, and 219.

The R04-20 amendments (Parts 211, 218, 219) are intended to correct, update, and clarify rules implementing federal Clean Air Act requirements for volatile organic material (VOM) emissions reductions in the Chicago and Metro East ozone areas. The adopted amendments address, among other things, capture efficiency, carbon adsorbers and control device monitoring, screen printers, sealers and topcoats, lithographic printing, natural gas fired afterburners, perchloroethylene dry cleaners, and motor vehicle refinishing. The amendments are intended to be non-substantive and emissions-neutral, and to benefit the regulated community by reducing the burden of, and increasing the flexibility in, demonstrating compliance.

The amendments adopted in R04-12 (Part 214) correct typographical errors in formulas that appear to have occurred during recodification of the *Illinois Administrative Code*.

- 16) Information and questions regarding these adopted amendments shall be directed to:

Richard McGill  
Illinois Pollution Control Board  
100 W. Randolph 11-500  
Chicago, IL 60601

312-814-6983

Copies of the Board's opinions and orders may be requested from the Clerk of the Board at the address listed in #8 above or by calling 312/814-3620. Please refer to the docket numbers R04-12 and R04-20 in your request. Board opinions and orders are also available from the Board's Web site ([www.ipcb.state.il.us](http://www.ipcb.state.il.us)).

The full text of the Adopted Amendments begins on the next page:

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NOTICE OF ADOPTED AMENDMENTS

TITLE 35: ENVIRONMENTAL PROTECTION  
SUBTITLE B: AIR POLLUTION  
CHAPTER I: POLLUTION CONTROL BOARD  
SUBCHAPTER c: EMISSION STANDARDS AND LIMITATIONS  
FOR STATIONARY SOURCES

PART 214  
SULFUR LIMITATIONS

SUBPART A: GENERAL PROVISIONS

Section	
214.100	Scope and Organization
214.101	Measurement Methods
214.102	Abbreviations and Units
214.103	Definitions
214.104	Incorporations by Reference

SUBPART B: NEW FUEL COMBUSTION EMISSION SOURCES

Section	
214.120	Scope
214.121	Large Sources
214.122	Small Sources

SUBPART C: EXISTING SOLID FUEL COMBUSTION EMISSION SOURCES

Section	
214.140	Scope
214.141	Sources Located in Metropolitan Areas
214.142	Small Sources Located Outside Metropolitan Areas
214.143	Large Sources Located Outside Metropolitan Areas

SUBPART D: EXISTING LIQUID OR MIXED FUEL  
COMBUSTION EMISSION SOURCES

Section	
214.161	Liquid Fuel Burned Exclusively
214.162	Combination of Fuels

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## SUBPART E: AGGREGATION OF SOURCES OUTSIDE METROPOLITAN AREAS

Section	
214.181	Dispersion Enhancement Techniques
214.182	Prohibition
214.183	General Formula
214.184	Special Formula
214.185	Alternative Emission Rate
214.186	New Operating Permits

SUBPART F: ALTERNATIVE STANDARDS FOR  
SOURCES INSIDE METROPOLITAN AREAS

Section	
214.201	Alternative Standards for Sources in Metropolitan Areas
214.202	Dispersion Enhancement Techniques

## SUBPART K: PROCESS EMISSION SOURCES

Section	
214.300	Scope
214.301	General Limitation
214.302	Exception for Air Pollution Control Equipment
214.303	Use of Sulfuric Acid
214.304	Fuel Burning Process Emission Source

SUBPART O: PETROLEUM REFINING, PETROCHEMICAL  
AND CHEMICAL MANUFACTURING

Section	
214.380	Scope
214.381	Sulfuric Acid Manufacturing
214.382	Petroleum and Petrochemical Processes
214.383	Chemical Manufacturing
214.384	Sulfate and Sulfite Manufacturing

## SUBPART P: STONE, CLAY, GLASS AND CONCRETE PRODUCTS

Section	
214.400	Scope

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- 214.401 Glass Melting and Heat Treating  
214.402 Lime Kilns

## SUBPART Q: PRIMARY AND SECONDARY METAL MANUFACTURING

- | Section | Scope   |
|---------|---|
| 214.420 | Scope   |
| 214.421 | Combination of Fuels at Steel Mills in Metropolitan Areas |
| 214.422 | Secondary Lead Smelting in Metropolitan Areas             |
| 214.423 | Slab Reheat Furnaces in St. Louis Area                    |

## SUBPART V: ELECTRIC POWER PLANTS

- | Section | Scope                |
|---------|----------------------|
| 214.521 | Winnetka Power Plant |

## SUBPART X: UTILITIES

- | Section | Scope                                     |
|---------|---|
| 214.560 | Scope                                     |
| 214.561 | E. D. Edwards Electric Generating Station |
| 214.562 | Coffeen Generating Station                |
- 214.APPENDIX A Rule into Section Table  
214.APPENDIX B Section into Rule Table  
214.APPENDIX C Method used to Determine Average Actual Stack Height and Effective Height of Effluent Release  
214.APPENDIX D Past Compliance Dates

AUTHORITY: Implementing Section 10 and authorized by Section 27 of the Environmental Protection Act [415 ILCS 5/10 and 27].

SOURCE: Adopted as Chapter 2: Air Pollution, Rule 204: Sulfur Emission Standards and Limitations, R71-23, 4 PCB 191, filed and effective April 14, 1972; amended in R74-2 and R75-5, 32 PCB 295, at 3 Ill. Reg. 5, p. 777, effective February 3, 1979; amended in R74-2, R75-5, 38 PCB 129, at 4 Ill. Reg. 28, p. 417, effective June 26, 1980; amended in R78-17, 40 PCB 291, at 5 Ill. Reg. 1892, effective February 17, 1981; amended in R77-15, 44 PCB 267, at 6 Ill. Reg. 2146, effective January 28, 1982; amended and renumbered in R80-22(A) at 7 Ill. Reg. 4220, effective March 28, 1983; codified at 7 Ill. Reg. 13597; amended in R80-22(B) at 8 Ill. Reg. 6172, effective April 24, 1984; amended in R84-28 at 10 Ill. Reg. 9806, effective May 20, 1986;

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amended in R86-31 at 12 Ill. Reg. 17387, effective October 14, 1988; amended in R86-30 at 12 Ill. Reg. 20778, effective December 5, 1988; amended in R87-31 at 15 Ill. Reg. 1017, effective January 15, 1991; amended in R02-21 at 27 Ill. Reg. 12101, effective July 11, 2003; amended in R04-12 at 30 Ill. Reg. 9671, effective May 15, 2006.

SUBPART D: EXISTING LIQUID OR MIXED FUEL  
COMBUSTION EMISSION SOURCES

**Section 214.162 Combination of Fuels**

- a) No person shall cause or allow the emission of sulfur dioxide into the atmosphere in any one hour period from any fuel combustion emission source burning simultaneously any combination of solid, liquid and gaseous fuels to exceed the allowable emission rate determined by the following equation:

$$\frac{E}{E} = \frac{S_s H_s \pm S_d H_d \pm S_r H_r}{A X + B Y + C Z}$$

- b) Symbols in the equation mean the following:

E = allowable sulfur dioxide emission rate;  
 $S_s A$  = solid fuel sulfur dioxide emission standard which is applicable;  
 $S_d B$  = distillate oil sulfur dioxide emission standard determined from the table in subsection (d);  
 $S_r C$  = residual fuel oil sulfur dioxide emission standard;  
 $H_s X$  = actual heat input from solid fuel;  
 $H_d Y$  = actual heat input from distillate fuel oil;  
 $H_r Z$  = actual heat input from residual fuel oil;

- c) That portion of the actual heat input that is derived:
- 1) From the burning of gaseous fuels produced by the gasification of solid fuels shall be included in  $H_s X$ ;
  - 2) From the burning of gaseous fuels produced by the gasification of distillate fuel oil shall be included in  $H_d Y$ ;
  - 3) From the burning of gaseous fuels produced by the gasification of residual fuel oil shall be included in  $H_r Z$ ;

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- 4) From the burning of gaseous fuels produced by the gasification of any other liquid fuel shall be included in H<sub>R</sub>Z; and;
- 5) From the burning of by-product gases such as those produced from a blast furnace or a catalyst regeneration unit in a petroleum refinery shall be included in H<sub>R</sub>Z.
- d) Metric or English units may be used in the equation of subsection (a) as follows:

<u>Parameter</u>	<u>Metric</u>	<u>English</u>
E	kg/hr	lbs/hr
<u>S<sub>S</sub>A</u> , <u>S<sub>R</sub>C</u>	kg/MW-hr	lbs/mmbtu
<u>S<sub>d</sub>B</u>	0.46 kg/MW-hr	0.3 lbs/mmbtu
<u>H<sub>S</sub>X</u> , <u>H<sub>d</sub>Y</u> , <u>H<sub>R</sub>Z</u>	MW	mmbtu/hr

(Source: Amended at 30 Ill. Reg. 9671, effective May 15, 2006)

## SUBPART E: AGGREGATION OF SOURCES OUTSIDE METROPOLITAN AREAS

**Section 214.183 General Formula**

- a) The general formula is:

$$\frac{E = (H_A)^{0.11} (H_E)^2}{128} \quad (\text{in English units})$$

$$\frac{E = 0.04347(H_A)^{0.11}(H_E)^2}{E = A X^B Y^C} \quad (\text{in Metric units})$$

- b) Symbols used in the general formula mean the following:

E = Total allowable emission of sulfur dioxide (in lbs/hr or kg/hr) into the atmosphere in any one-hour period from all fuel combustion emission sources owned or operated by such person and located within a 1.6 km (1 mile) radius from the center point of any such emission source.

H<sub>A</sub>X = Average actual stack height as determined by method outlined in Appendix C.

H<sub>E</sub>Y = Effective height of effluent release as determined by method outlined in

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## Appendix C.

~~e) The general formula may be used with either metric or English units as follows:~~

<u>Parameter</u>	<u>Metric</u>	<u>English</u>
<del>E</del>	<del>kg/hr</del>	<del>lbs/hr</del>
<del>X, Y</del>	<del>m</del>	<del>ft</del>
<del>A</del>	<del>0.04347 kg/hr</del>	<del>0.007813 lbs/hr</del>
<del>B</del>	<del>0.11</del>	<del>0.11</del>
<del>C</del>	<del>2</del>	<del>2</del>

(Source: Amended at 30 Ill. Reg. 9671, effective May 15, 2006)

**Section 214.184 Special Formula**

- a) If the maximum total emissions of sulfur dioxide into the atmosphere in any one hour period from all fuel combustion emission sources owned or operated by any person and located within a 1 mile (1.6 km) radius from the center point of any such fuel combustion emission sources exceed, during normal cyclical variations in firing rate and fuel, the emissions allowed under Section 214.183 but, as of April 1, 1978, were in compliance with either the formula detailed below or a Pollution Control Board (Board) order, then the owner or operator of the emission sources shall not cause or allow such emissions to exceed the emissions allowed under Section 214.183 or the formula detailed below, whichever the owner or operator of the emission sources determines shall apply.

$$\text{b) } \quad \text{E} = 20,000 \times \left( \frac{H_s}{300} \right)^2 \quad \text{(in English units)}$$

$$\text{E} = 4.8824 \times 20,000 \left( \frac{H_s}{300} \right)^2 \quad \text{(in Metric units)}$$

$$H = P_1 H_1 + P_2 H_2 + \dots + P_n H_n$$

(Note:  $P_1 + P_2 + \dots + P_n = 1$ )

- c) As used in these equations, symbols mean the following:

E = total emission of sulfur dioxide in, ~~lbs/hr or kg/hr~~ pounds per hour, into the atmosphere in any one hour period from all fuel combustion emission sources owned or operated by such person and located within a 1 mile (1.6

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- km) radius from the center point of any such emission source;
- $P_i$  = (for  $i = 1, 2, \dots, n$ ) percentage of total emissions  $E$  emitted from source  $i$  expressed as decimal equivalents (e.g., 21% = 0.21); and
- $H_i$  = (for  $i = 1, 2, \dots, n$ ) physical height (in feet or meters) above grade of stack  $i$ .
- ~~$P_i, i = 1, 2, \dots, n$  = percentage of total emissions  $E$  emitted from source  $i$  divided by 100, and~~
- ~~$H_i, i = 1, 2, \dots, n$  = physical height in feet above grade of stack  $i$ .~~

(Source: Amended at 30 Ill. Reg. 9671, effective May 15, 2006)

## SUBPART Q: PRIMARY AND SECONDARY METAL MANUFACTURING

**Section 214.421 Combination of Fuels at Steel Mills in Metropolitan Areas**

- a) Section 214.162 notwithstanding, no person shall cause or allow the emission of sulfur dioxide into the atmosphere in any one hour period from any existing fuel combustion emission source at a steel mill located in the Chicago or St. Louis (Illinois) major metropolitan area burning any solid, liquid or gaseous fuel, or any combination thereof, to exceed the allowable emission rate determined by the following equation:

$$\frac{E}{E} = \frac{S_s H_s + S_d H_d + S_r H_r + S_g H_g}{A W + B X + C Y + D Z}$$

- b) Symbols in the equation mean the following:

- $E$  = allowable sulfur dioxide emission rate;
- $S_s A$  = solid fuel sulfur dioxide emission standard which is applicable;
- $S_d B$  = distillate oil sulfur dioxide emission standard determined from the table in subsection (d);
- $S_r C$  = residual oil sulfur dioxide emission standard which is applicable;
- $S_g D$  = maximum by-product gas sulfur dioxide emissions which would result if the applicable by-product gas which was burned had been burned alone at any time during the 12 months preceding the latest operation, on or before March 28, 1983, of an emission source using any by-product gas;
- $H_s W$  = actual heat input from solid fuel;
- $H_d X$  = actual heat input from distillate fuel oil;
- $H_r Y$  = actual heat input from residual fuel oil;
- $H_g Z$  = actual heat input from by-product gases, such as those produced from a

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blast furnace.

- c) That portion of the actual heat input that is derived:
- 1) From the burning of gaseous fuels produced by the gasification of solid fuels shall be included in H<sub>S</sub>W;
  - 2) From the burning of gaseous fuels produced by the gasification of distillate fuel oil shall be included in H<sub>d</sub>X;
  - 3) From the burning of gaseous fuels produced by the gasification of residual fuel oil shall be included in H<sub>R</sub>Y; and
  - 4) From the burning of gaseous fuels produced by the gasification of any other liquid fuel shall be included in H<sub>G</sub>Z.
- d) Metric or English units may be used in the equation of subsection (a) as follows:

<u>Parameter</u>	<u>Metric</u>	<u>English</u>
E	kg/hr	lbs/hr
<u>S<sub>S</sub>A</u> , <u>S<sub>R</sub>C</u> , <u>S<sub>G</sub>D</u>	kg/MW-hr	lbs/mmbtu
<u>S<sub>d</sub>B</u>	0.46 kg/MW-hr	0.3 lbs/mmbtu
<u>H<sub>S</sub>W</u> , <u>H<sub>d</sub>X</u> , <u>H<sub>R</sub>Y</u> , <u>H<sub>G</sub>Z</u>	MW	mmbtu/hr

(Source: Amended at 30 Ill. Reg. 9671, effective May 15, 2006)

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**Section 214.APPENDIX C Method used to Determine Average Actual Stack Height and Effective Height of Effluent Release**

- | Q (~~Btu/sec~~) = Heat emission rate ([in btu/sec or Kcal/sec](#)) as determined by method outlined below.
- |  $\Delta H$  (~~feet~~) = Plume rise ([in feet or meters](#)).
- | H = Physical height ([in feet or meters](#)); above grade of each stack, except that for purposes of this calculation the value used for such stack height shall not exceed good engineering practice as defined by Section 123 of the Clean Air Act and Regulations promulgated thereunder, unless the owner or operator of the source demonstrates to the Agency that a greater height is necessary to prevent downwash or fumigation conditions.
- | T (~~Degrees Rankine~~) = Exit temperature of stack gases ([in degrees Rankine or degrees Kelvin](#)) from each source during operating conditions which would cause maximum emissions.
- | V (~~feet/sec~~) = Exit velocity of stack gases ([in feet/sec or meters/sec](#)) from each source under operating conditions which would cause maximum emissions.
- | D (~~feet~~) = Diameter of stack ([in feet or meters](#)).
- | P = Percentage of total emissions expressed as decimal equivalents emitted from each source. (Example: 21% = 0.21.) NOTE: The sum of  $P_1 + P_2 \dots + P_n = 1$ . The emission values to be used are those which occur during operating conditions which would cause maximum emissions.
- |  ~~$H_A$~~  = Average actual stack height ([in feet or meters](#)).
- |  ~~$H_E$~~  = Effective height of effluent release ([in feet or meters](#)).

STEP 1: Determine weighted average stack parameters utilizing the following formulae:

$$D = P_1 D_1 + P_2 D_2 + \dots + P_n D_n$$

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$$V = P_1 V_1 + P_2 V_2 + \dots + P_n V_n$$

$$T = P_1 T_1 + P_2 T_2 + \dots + P_n T_n$$

$$H_A = P_1 H_1 + P_2 H_2 + \dots + P_n H_n$$

NOTE:

$P_1, D_1, V_1, T_1$ , and  $H_1$  are the percentage of total emissions, stack diameter, exit velocity of gases, exit temperature of stack gases, and physical stack height, respectively, for the first source;  $P_2, D_2, V_2, T_2$ , and  $H_2$  are the respective values for the second source; similarly,  $P_n, D_n, V_n, T_n$  and  $H_n$  are the respective values for the nth source, where n is the number of the last source.

STEP 2: Calculate heat emission rate utilizing the following formula and the weighted average stack parameters obtained in Step 1:

$$Q_H = 7.54D^2V \frac{(T-515)}{T} \quad (\text{in English units})$$

$$Q_H = 66.8D^2V \frac{(T-286)}{T} \quad (\text{in Metric units})$$

$$Q = 7.54D^2V \frac{(T-515)}{T}$$

STEP 3: Calculate plume rise utilizing the appropriate formula given below and the total heat emission rate obtained in Step 2:

$$\Delta H = \frac{2.58(Q_H)^{0.6}}{(H_A)^{0.11}} \quad (\text{in English units for } Q_H \geq 6000 \text{ btu/sec})$$

$$\Delta H = \frac{1.58(Q_H)^{0.6}}{(H_A)^{0.11}} \quad (\text{in Metric units for } Q_H \geq 1500 \text{ kcal/sec})$$

$$\Delta H = \frac{0.718(Q_H)^{0.75}}{(H_A)^{0.11}} \quad (\text{in English units for } Q_H < 6000 \text{ btu/sec})$$

$$\Delta H = \frac{0.54(Q_H)^{0.75}}{(H_A)^{0.11}} \quad (\text{in Metric units for } Q_H < 1500 \text{ kcal/sec})$$

$$H = \frac{2.58(Q)^{0.6}}{(x)^{0.11}} \quad \text{for } Q \geq 6000 \text{ btu/sec.}$$

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$$H = \frac{0.718(Q)^{0.75}}{(x)0.11} \quad \text{for } Q \leq 6000 \text{ btu/sec.}$$

STEP 4: Calculate the weighted average facility effective height of effluent release utilizing the plume rise obtained in Step 3, the average stack height obtained in Step 1, and the formula given below:

$$\frac{H_E}{Y} = \frac{H_A + \Delta H}{X + H}$$

STEP 5: Calculate the total facility hourly emission limitation utilizing the weighted actual stack height obtained in Step 1, the effective stack height given in Step 4, and the following formula:

$$E = \frac{(H_A)^{0.11} (H_E)^2}{128} \quad \text{(in English units)}$$

$$E = \frac{0.04347(H_A)^{0.11} (H_E)^2}{(X)^{0.11} (Y)^2} \quad \text{(in Metric units)}$$

(Source: Amended at 30 Ill. Reg. 9671, effective May 15, 2006)

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- 1) Heading of the Part: Organic Material Emission Standards and Limitations for the Chicago Area
- 2) Code Citation: 35 Ill. Adm. Code 218
- 3) 

<u>Section Numbers</u> :	<u>Adopted Action</u> :
218.105	Amend
218.112	Amend
218.204	Amend
218.405	Amend
218.406	Amend
218.407	Amend
218.410	Amend
218.411	Amend
218.601	Repeal
218.602	Repeal
218.603	Repeal
218.790	Repeal
218.792	Amend
218.APPENDIX B	Repeal
- 4) Statutory Authority: Implementing Section 10 and authorized by Sections 27, 28, and 28.5 of the Environmental Protection Act [415 ILCS 5/10, 27, 28, and 28.5]
- 5) Effective Date of Amendments: May 15, 2006
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Do these amendments contain incorporations by reference? Yes, all materials are incorporated by reference pursuant to Section 5-75 of the Illinois Administrative Procedure Act [5 ILCS 100/5-75].
- 8) A copy of the adopted amendments, including any material incorporated by reference, is on file in the Board's Chicago office at the James R. Thompson Center, 100 W. Randolph, Suite 11-500 and is available for public inspection.
- 11) Notice of Proposal Published in Illinois Register: May 27, 2005; 29 Ill. Reg. 7449
- 10) Has JCAR issued a Statement of Objection to these amendments? No

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- 11) Differences between proposal and final version: In response to comments received during the first notice period, the Board clarified portions of the first notice proposal related to using Capture Efficiency (CE) protocols in enforcement cases and establishing emission credits. Specifically, the Board added language to Section 218.105(c)(2)(E) concerning enforcement and added a Board note to that subsection concerning establishing emission credits.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements letter issued by JCAR? Yes
- 13) Will these amendments replace any emergency amendments currently in effect? No
- 14) Are there any amendments pending on this Part? No
- 15) Summary and Purpose of Amendments: A more complete description of this rulemaking can be found in the Board's May 4, 2006 opinion and order in consolidated Board dockets R04-12 and R04-20. This rulemaking, which amended Part 218 of the Board's air pollution control regulations, is part of a larger rulemaking in which the Board also adopted amendments to other air regulations for stationary sources of emissions at 35 Ill. Adm. Code 211, 214, and 219.

The R04-20 amendments (Parts 211, 218, 219) are intended to correct, update, and clarify rules implementing federal Clean Air Act requirements for volatile organic material (VOM) emissions reductions in the Chicago and Metro East ozone areas. The adopted amendments address, among other things, capture efficiency, carbon adsorbers and control device monitoring, screen printers, sealers and topcoats, lithographic printing, natural gas fired afterburners, perchloroethylene dry cleaners, and motor vehicle refinishing. The amendments are intended to be non-substantive and emissions-neutral, and to benefit the regulated community by reducing the burden of, and increasing the flexibility in, demonstrating compliance.

Specifically, the amendments to Part 218, which apply to the Chicago area, add capture efficiency protocols, clarify language related to screen printers and wood furniture coating, and adopt corrections and clarifying amendments to the lithographic printing regulations. The amendments repeal certain VOM provisions related to perchloroethylene dry cleaning facilities. While perchloroethylene continues to be regulated as a hazardous air pollutant and under the national emission standards for hazardous air pollutants, the United States Environmental Protection Agency has excluded perchloroethylene from the definition of volatile organic compounds (VOC) due to its negligible photochemical reactivity (see 61 Fed. Reg. 4588, Feb. 7, 1996). The

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Board adopted identical-in-substance amendments in response to that federal action (see R96-16). The amendments to Part 218 are intended to compliment these prior actions.

This rulemaking also repeals certain reporting and recordkeeping requirements for motor vehicle finishing shops as the Illinois Environmental Protection Agency has found that these requirements are not necessary.

16) Information and questions regarding these adopted amendments shall be directed to:

Richard McGill  
Illinois Pollution Control Board  
100 W. Randolph 11-500  
Chicago, IL 60601

312/814-6983

Copies of the Board's opinions and orders may be requested from the Clerk of the Board at the address listed in #8 above or by calling 312/814-3620. Please refer to the docket numbers R04-12 and R04-20 in your request. Board opinions and orders are also available from the Board's Web site ([www.ipcb.state.il.us](http://www.ipcb.state.il.us)).

The full text of the Adopted Amendments begins on the next page:

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TITLE 35: ENVIRONMENTAL PROTECTION  
SUBTITLE B: AIR POLLUTION  
CHAPTER I: POLLUTION CONTROL BOARD  
SUBCHAPTER c: EMISSIONS STANDARDS AND  
LIMITATIONS FOR STATIONARY SOURCESPART 218  
ORGANIC MATERIAL EMISSION STANDARDS AND  
LIMITATIONS FOR THE CHICAGO AREA

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218.101	Savings Clause
218.102	Abbreviations and Conversion Factors
218.103	Applicability
218.104	Definitions
218.105	Test Methods and Procedures
218.106	Compliance Dates
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## SUBPART F: COATING OPERATIONS

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- 218.204 Emission Limitations
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- 218.208 Exemptions from Emission Limitations
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218.217 Wood Furniture Coating Work Practice Standards

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## Section

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218.960 Applicability  
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218.APPENDIX A List of Chemicals Defining Synthetic Organic Chemical and  
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| 218.APPENDIX B VOM Measurement Techniques for Capture Efficiency (Repealed)

218.APPENDIX C Reference Methods and Procedures

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218.APPENDIX D	Coefficients for the Total Resource Effectiveness Index (TRE) Equation
218.APPENDIX E	List of Affected Marine Terminals
218.APPENDIX G	TRE Index Measurements for SOCFI Reactors and Distillation Units
218.APPENDIX H	Baseline VOM Content Limitations for Subpart F, Section 218.212 Cross-Line Averaging

AUTHORITY: Implementing Section 10 and authorized by Sections 27, 28, and 28.5 of the Environmental Protection Act [415 ILCS 5/10, 27, 28, and 28.5].

SOURCE: Adopted at R91-7 at 15 Ill. Reg. 12231, effective August 16, 1991; amended in R91-24 at 16 Ill. Reg. 13564, effective August 24, 1992; amended in R91-28 and R91-30 at 16 Ill. Reg. 13864, effective August 24, 1992; amended in R93-9 at 17 Ill. Reg. 16636, effective September 27, 1993; amended in R93-14 at 18 Ill. Reg. 1945, effective January 24, 1994; amended in R94-12 at 18 Ill. Reg. 14973, effective September 21, 1994; amended in R94-15 at 18 Ill. Reg. 16392, effective October 25, 1994; amended in R94-16 at 18 Ill. Reg. 16950, effective November 15, 1994; amended in R94-21, R94-31 and R94-32 at 19 Ill. Reg. 6848, effective May 9, 1995; amended in R94-33 at 19 Ill. Reg. 7359, effective May 22, 1995; amended in R96-13 at 20 Ill. Reg. 14428, effective October 17, 1996; amended in R97-24 at 21 Ill. Reg. 7708, effective June 9, 1997; amended in R97-31 at 22 Ill. Reg. 3556, effective February 2, 1998; amended in R98-16 at 22 Ill. Reg. 14282, effective July 16, 1998; amended in R02-20 at 27 Ill. Reg. 7283, effective April 8, 2003; amended in R04-20 at 30 Ill. Reg. 9684, effective May 15, 2006.

[BOARD NOTE: This Part implements the Environmental Protection Act as of July 1, 1994.](#)

## SUBPART A: GENERAL PROVISIONS

**Section 218.105 Test Methods and Procedures**

- a) Coatings, Inks and Fountain Solutions  
The following test methods and procedures shall be used to determine compliance of as applied coatings, inks, and fountain solutions with the limitations set forth in this Part.
  - 1) Sampling: Samples collected for analyses shall be one-liter taken into a one-liter container at a location and time such that the sample will be representative of the coating as applied (i.e., the sample shall include any dilution solvent or other VOM added during the manufacturing process).

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The container must be tightly sealed immediately after the sample is taken. Any solvent or other VOM added after the sample is taken must be measured and accounted for in the calculations in subsection (a)(3) of this Section. For multiple package coatings, separate samples of each component shall be obtained. A mixed sample shall not be obtained as it will cure in the container. Sampling procedures shall follow the guidelines presented in:

- A) ASTM D3925-81 (1985) standard practice for sampling liquid paints and related pigment coating. This practice is incorporated by reference in Section 218.112 of this Part.
  - B) ASTM E300-86 standard practice for sampling industrial chemicals. This practice is incorporated by reference in Section 218.112 of this Part.
- 2) Analyses: The applicable analytical methods specified below shall be used to determine the composition of coatings, inks, or fountain solutions as applied.
- A) Method 24 of 40 CFR 60, Appendix A, incorporated by reference in Section 218.112 of this Part, shall be used to determine the VOM content and density of coatings. If it is demonstrated to the satisfaction of the Agency and the USEPA that plant coating formulation data are equivalent to Method 24 results, formulation data may be used. In the event of any inconsistency between a Method 24 test and a facility's formulation data, the Method 24 test will govern.
  - B) Method 24A of 40 CFR Part 60, Appendix A, incorporated by reference in Section 218.112 of this Part, shall be used to determine the VOM content and density of rotogravure printing inks and related coatings. If it is demonstrated to the satisfaction of the Agency and USEPA that the plant coating formulation data are equivalent to Method 24A results, formulation data may be used. In the event of any inconsistency between a Method 24A test and formulation data, the Method 24A test will govern.
  - C) The following ASTM methods are the analytical procedures for determining VOM:

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- i) ASTM D1475-85: Standard test method for density of paint, varnish, lacquer and related products. This test method is incorporated by reference in Section 218.112 of this Part.
- ii) ASTM D2369-87: Standard test method for volatile content of a coating. This test method is incorporated by reference in Section 218.112 of this Part.
- iii) ASTM D3792-86: Standard test method for water content of water-reducible paints by direct injection into a gas chromatograph. This test method is incorporated by reference in Section 218.112 of this Part.
- iv) ASTM D4017-81 (1987): Standard test method for water content in paints and paint materials by the Karl Fischer method. This test method is incorporated by reference in Section 218.112 of this Part.
- v) ASTM D4457-85: Standard test method for determination of dichloromethane and 1,1,1, trichloroethane in paints and coatings by direct injection into a gas chromatograph. (The procedure delineated above can be used to develop protocols for any compounds specifically exempted from the definition of VOM.) This test method is incorporated by reference in Section 218.112 of this Part.
- vi) ASTM D2697-86: Standard test method for volume non-volatile matter in clear or pigmented coatings. This test method is incorporated by reference in Section 218.112 of this Part.
- vii) ASTM D3980-87: Standard practice for interlaboratory testing of paint and related materials. This practice is incorporated by reference in Section 218.112 of this Part.
- viii) ASTM E180-85: Standard practice for determining the precision data of ASTM methods for analysis of and testing of industrial chemicals. This practice is incorporated by

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reference in Section 218.112 of this Part.

- ix) ASTM D2372-85: Standard method of separation of vehicle from solvent-reducible paints. This method is incorporated by reference in Section 218.112 of this Part.
- D) Use of an adaptation to any of the analytical methods specified in subsections (a)(2)(A), (B), and (C) of this Section may not be used unless approved by the Agency and USEPA. An owner or operator must submit sufficient documentation for the Agency and USEPA to find that the analytical methods specified in subsections (a)(2)(A), (B), and (C) of this Section will yield inaccurate results and that the proposed adaptation is appropriate.
- 3) Calculations: Calculations for determining the VOM content, water content and the content of any compounds which are specifically exempted from the definition of VOM of coatings, inks and fountain solutions as applied shall follow the guidance provided in the following documents:
  - A) "A Guide for Surface Coating Calculation", EPA-340/1-86-016, incorporated by reference in Section 218.112 of this Part.
  - B) "Procedures for Certifying Quantity of Volatile Organic Compounds Emitted by Paint, Ink and Other Coatings" (revised June 1986), EPA-450/3-84-019, incorporated by reference in Section 218.112 of this Part.
  - C) "A Guide for Graphic Arts Calculations", August 1988, EPA-340/1-88-003, incorporated by reference in Section 218.112 of this Part.
- b) Automobile or Light-Duty Truck Test Protocol
  - 1) The protocol for testing, including determining the transfer efficiency of coating applicators, at primer surfacer operations and topcoat operations at an automobile or light-duty truck assembly source shall follow the procedures in: "Protocol for Determining the Daily Volatile Organic Compound Emission Rate of Automobile and Light-Duty Truck Topcoat Operations" ("topcoat protocol"), December 1988, EPA-450/3-88-018,

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incorporated by reference in Section 218.112 of this Part.

- 2) Prior to testing pursuant to the topcoat protocol, the owner or operator of a coating operation subject to the topcoat or primer surfacer limit in Sections 218.204(a)(2) or 218.204(a)(3) shall submit a detailed testing proposal specifying the method by which testing will be conducted and how compliance will be demonstrated consistent with the topcoat protocol. The proposal shall include, at a minimum, a comprehensive plan (including a rationale) for determining the transfer efficiency at each booth through the use of in-plant or pilot testing, the selection of coatings to be tested (for the purpose of determining transfer efficiency) including the rationale for coating groupings, the method for determining the analytic VOM content of as applied coatings and the formulation solvent content of as applied coatings, and a description of the records of coating VOM content as applied and coating's usage, which will be kept to demonstrate compliance. Upon approval of the proposal by the Agency and USEPA, the compliance demonstration for a coating line may proceed.
- c) Capture System Efficiency Test Protocols
- 1) Applicability  
The requirements of subsection (c)(2) of this Section shall apply to all VOM emitting process emission units employing capture equipment (e.g., hoods, ducts), except those cases noted below.
    - A) If an emission unit is equipped with (or uses) a permanent total enclosure (PTE) that meets Agency and USEPA specifications, and which directs all VOM to a control device, then the emission unit is exempted from the requirements described in subsection (c)(2) of this Section. The Agency and USEPA specifications to determine whether a structure is considered a PTE are given in [Method 204 Procedure T of Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part.](#) ~~Appendix B of this Part.~~ In this instance, the capture efficiency is assumed to be 100 percent and the emission unit is still required to measure control efficiency using appropriate test methods as specified in subsection (d) of this Section.
    - B) If an emission unit is equipped with (or uses) a control device designed to collect and recover VOM (e.g., carbon adsorber), an

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explicit measurement of capture efficiency is not necessary provided that the conditions given below are met. The overall control of the system can be determined by directly comparing the input liquid VOM to the recovered liquid VOM. The general procedure for use in this situation is given in 40 CFR 60.433, incorporated by reference in Section 218.112 of this Part, with the following additional restrictions:

- i) Unless otherwise specified in subsection (c)(1)(B)(ii) below, the owner or operator shall obtain data each operating day for the solvent usage and solvent recovery to permit the determination of the solvent recovery efficiency of the system each operating day using a 7-day rolling period. The recovery efficiency for each operating day is computed as the ratio of the total recovered solvent for that day and the most recent prior 6 operating days to the total solvent usage for the same 7-day period used for the recovered solvent, rather than a 30-day weighted average as given in 40 CFR 60.433 incorporated by reference at Section 218.112 of this Part. This ratio shall be expressed as a percentage. The ratio shall be computed within 72 hours following each 7-day period. A source that believes that the 7-day rolling period is not appropriate may use an alternative multi-day rolling period not to exceed 30 days, with the approval of the Agency and USEPA. In addition, the criteria in subsection (c)(1)(B)(iii) or subsection (c)(1)(B)(iv) below must be met.
- ii) The owner or operator of the source engaged in printing located at 350 E. 22<sup>nd</sup> Street, Chicago, Illinois, shall obtain data each operating day for the solvent usage and solvent recovery to permit the determination of the solvent recovery efficiency of the system each operating day using a 14-day rolling period. The recovery efficiency for each operating day is computed as the ratio of the total recovered solvent for that day and the most recent prior 13 operating days to the total solvent usage for the same 14-day period used for the recovered solvent, rather than a 30-day weighted average as given in 40 CFR 60.433, incorporated by reference in Section 218.112 of this Part. This ratio

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shall be expressed as a percentage. The ratio shall be computed within 17 days following each 14-day period. In addition, the criteria in subsection (c)(1)(B)(iii) or subsection (c)(1)(B)(iv) below must be met.

- iii) The solvent recovery system (i.e., capture and control system) must be dedicated to a single coating line, printing line, or other discrete activity that by itself is subject to an applicable VOM emission standard, or
- iv) If the solvent recovery system controls more than one coating line, printing line or other discrete activity that by itself is subject to an applicable VOM emission standard, the overall control (i.e., the total recovered VOM divided by the sum of liquid VOM input from all lines and other activities venting to the control system) must meet or exceed the most stringent standard applicable to any line or other discrete activity venting to the control system.

2) [Capture Efficiency Protocols Specific Requirements](#)

The capture efficiency of an emission unit shall be measured using one of the ~~four~~ protocols given below. [Appropriate test methods to be utilized in each of the capture efficiency protocols are described in Appendix M of 40 Part CFR 51, incorporated by reference at Section 218.112 of this Part.](#) Any error margin associated with a test [method or](#) protocol may not be incorporated into the results of a capture efficiency test. If these techniques are not suitable for a particular process, then an alternative capture efficiency protocol may be used, [pursuant to the provisions of Section 218.108\(b\) of this Part provided that the alternative protocol is approved by the Agency and approved by the USEPA as a SIP revision.](#)

- A) Gas/gas method using temporary total enclosure (TTE). The Agency and USEPA specifications to determine whether a temporary enclosure is considered a TTE are given in [Method 204 Procedure T of Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part.](#) ~~Appendix B of this Part.~~ The capture efficiency equation to be used for this protocol is:

$$CE = G_{w\text{w}} / (G_{w\text{w}} + F_{w\text{w}})$$

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where:

- CE = Capture efficiency, decimal fraction;  
 $G_{ww}$  = Mass of VOM captured and delivered to control device using a TTE;  
 $F_{ww}$  = Mass of uncaptured/fugitive VOM that escapes from a TTE.

Method 204B or 204C Procedure G.2 contained in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part, Appendix B of this Part is used to obtain  $G_{ww}$ . Method 204D in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part, Procedure F.1 in Appendix B of this Part is used to obtain  $F_{ww}$ .

- B) Liquid/gas method using TTE. The Agency and USEPA specifications to determine whether a temporary enclosure is considered a TTE are given in Method 204 Procedure T of Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part, Appendix B of this Part. The capture efficiency equation to be used for this protocol is:

$$CE = (L - F_{ww})/L$$

where:

- CE = Capture efficiency, decimal fraction;  
 L = Mass of liquid VOM input to process emission unit;  
 $F_{ww}$  = Mass of uncaptured/fugitive VOM that escapes from a TTE.

Method 204A or 204F Procedure L contained in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part, Appendix B of this Part is used to obtain L. Method 204 D Procedure F.1 in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part, Appendix B of this Part is used to obtain  $F_{ww}$ .

- C) Gas/gas method using the building or room (building or room enclosure), in which the affected coating line, printing line or other

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emission unit is located, as the enclosure [as determined by Method 204 of Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part](#), and in which "F<sub>B</sub>" "F" and "G" are measured while operating only the affected line or emission unit. All fans and blowers in the building or room must be operated as they would under normal production. The capture efficiency equation to be used for this protocol is:

$$CE = G/(G + F_B)$$

where:

- CE = Capture efficiency, decimal fraction;  
 G = Mass of VOM captured and delivered to control device;  
 F<sub>B</sub> = Mass of ~~uncaptured~~fugitive VOM that escapes from building enclosure.

~~Method 204B or 204C Procedure G.2~~ contained in [Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part](#) ~~Appendix B of this Part~~ is used to obtain G. [Method 204E Procedure F.2 in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part](#) ~~Appendix B of this Part~~ is used to obtain F<sub>B</sub>.

- D) Liquid/gas method using the building or room (building or room enclosure), in which the affected coating line, printing line or other emission unit is located, as the enclosure [as determined by Method 204 of Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part](#), and in which "F<sub>B</sub>" "F" and "L" are measured while operating only the affected line or emission unit. All fans and blowers in the building or room must be operated as they would under normal production. The capture efficiency equation to be used for this protocol is:

$$CE = (L - F_B)/L$$

where:

- CE = Capture efficiency, decimal fraction;

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- L = Mass of liquid VOM input to process emission unit;  
F<sub>B</sub> = Mass of ~~uncaptured~~~~fugitive~~ VOM that escapes from building enclosure.

~~Method 204A or 204F Procedure L~~ contained in [Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part](#) ~~Appendix B of this Part~~ is used to obtain L. [Method 204E Procedure F.2 in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part](#) ~~Appendix B of this Part~~ is used to obtain F<sub>B</sub>.

- E) [Mass balance using Data Quality Objective \(DQO\) or Lower Confidence Limit \(LCL\) protocol. For a liquid/gas input where an owner or operator is using the DQO/LCL protocol and not using an enclosure as described in Method 204 of Appendix M of 40 CFR Part 51, incorporated by reference in Section 218.112 of this Part, the VOM content of the liquid input \(L\) must be determined using Method 204A or 204F in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part. The VOM content of the captured gas stream \(G\) to the control device must be determined using Method 204B or 204C in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part. The results of capture efficiency calculations \(G/L\) must satisfy the DQO or LCL statistical analysis protocol as described in Section 3 of USEPA's "Guidelines for Determining Capture Efficiency," incorporated by reference in Section 218.112 of this Part. Where capture efficiency testing is done to determine emission reductions for the purpose of establishing emission credits for offsets, shutdowns, and trading, the LCL protocol cannot be used for these applications. In enforcement cases, the LCL protocol cannot confirm non-compliance; capture efficiency must be determined using a protocol under subsection \(c\)\(2\)\(A\), \(B\), \(C\) or \(D\) of this Section, the DQO protocol of this subsection \(c\)\(2\)\(E\), or an alternative protocol pursuant to Section 218.108\(b\) of this Part.](#)

**BOARD NOTE:** [Where LCL was used in testing emission units that are the subject of later requests for establishing emission credits for offsets, shutdowns, and trading, prior LCL results may not be relied upon to determine the appropriate amount of credits. Instead, to establish the appropriate amount of credits, additional](#)

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testing may be required that would satisfy the protocol of Section 218.105(c)(2)(A), (B), (C) or (D), the DQO protocol of Section 218.105(c)(2)(E), or an alternative protocol pursuant to Section 218.108(b) of this Part.

3) Simultaneous testing of multiple lines or emission units with a common control device. If an owner or operator has multiple lines sharing a common control device, the capture efficiency of the lines may be tested simultaneously, subject to the following provisions:

- A) Multiple line testing must meet the criteria of Section 4 of USEPA's "Guidelines for Determining Capture Efficiency," incorporated by reference at Section 218.112 of this Part;
- B) The most stringent capture efficiency required for any individual line or unit must be met by the aggregate of lines or units; and
- C) Testing of all the lines of emission units must be performed with the same capture efficiency test protocol.

4)3) Recordkeeping and Reporting

- A) All owners or operators affected by this subsection must maintain a copy of the capture efficiency protocol submitted to the Agency and the USEPA on file. All results of the appropriate test methods and capture efficiency protocols must be reported to the Agency within ~~sixty (60)~~ days of the test date. A copy of the results must be kept on file with the source for a period of ~~three (3)~~ years.
- B) If any changes are made to capture or control equipment, then the source is required to notify the Agency and the USEPA of these changes and a new test may be required by the Agency or the USEPA.
- C) The source must notify the Agency 30 days prior to performing any capture efficiency or control test. At that time, the source must notify the Agency which capture efficiency protocol and control device test methods will be used. Notification of the actual date and expected time of testing must be submitted a minimum of 5 working days prior to the actual date of the test. The Agency may at its discretion accept notification with shorter advance notice

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provided that such arrangements do not interfere with the Agency's ability to review the protocol or observe testing.

- D) Sources utilizing a PTE must demonstrate that this enclosure meets the requirements given in Method 204 Procedure T (in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part, ~~Appendix B of this Part~~) for a PTE during any testing of their control device.
- E) Sources utilizing a TTE must demonstrate that their TTE meets the requirements given in Method 204 Procedure T (in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part, ~~Appendix B of this Part~~) for a TTE during testing of their control device. The source must also provide documentation that the quality assurance criteria for a TTE have been achieved.
- F) Any source utilizing the DQO or LCL protocol must submit the following information to the Agency with each test report:
- i) A copy of all test methods, Quality Assurance/Quality Control procedures, and calibration procedures to be used from those described in Appendix M of 40 CFR 51, incorporated by reference in Section 218.112 of this Part;
  - ii) A table with information on each sample taken, including the sample identification and the VOM content of the sample;
  - iii) The quantity of material used for each test run;
  - iv) The quantity of captured VOM for each test run;
  - v) The capture efficiency calculations and results for each test run;
  - vi) The DQO and/or LCL calculations and results; and
  - vii) The Quality Assurance/Quality Control results, including how often the instruments were calibrated, the calibration results, and the calibration gases used.

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- d) Control Device Efficiency Testing and Monitoring
- 1) The control device efficiency shall be determined by simultaneously measuring the inlet and outlet gas phase VOM concentrations and gas volumetric flow rates in accordance with the gas phase test methods specified in subsection (f) of this Section.
  - 2) An owner or operator:
    - A) That uses an afterburner or carbon adsorber to comply with any Section of Part 218 shall use Agency and USEPA approved continuous monitoring equipment which is installed, calibrated, maintained, and operated according to vendor specifications at all times the control device~~afterburner or carbon adsorber~~ is in use except as provided in subsection (d)(3) of this Section. The continuous monitoring equipment must monitor the following parameters:
      - i) For each afterburner which does not have a catalyst bed, the combustion chamber temperature of each afterburner.
      - ii) For each afterburner which has a catalyst bed, commonly known as a catalytic afterburner, the temperature rise across each catalytic afterburner bed or VOM concentration of exhaust.
      - iii) For each carbon adsorber, the VOM concentration of each carbon adsorption bed exhaust or the exhaust of the bed next in sequence to be desorbed.
    - B) Must install, calibrate, operate and maintain, in accordance with manufacturer's specifications, a continuous recorder on the temperature monitoring device, such as a strip chart, recorder or computer, having an accuracy of  $\pm 1$  percent of the temperature measured in degrees Celsius or  $\pm 0.5^{\circ}$  C, whichever is greater.
    - C)B) Of an automobile or light-duty truck primer surfacer operation or topcoat operation subject to subsection (d)(2)(A) above, shall keep a separate record of the following data for the control devices,

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unless alternative provisions are set forth in a permit pursuant to Title V of the Clean Air Act:

- i) For thermal afterburners for which combustion chamber temperature is monitored, all 3-hour periods of operation in which the average combustion temperature was more than 28°C (50°F) below the average combustion temperature measured during the most recent performance test that demonstrated that the operation was in compliance.
  - ii) For catalytic afterburners for which temperature rise is monitored, all 3-hour periods of operation in which the average gas temperature before the catalyst bed is more than 28°C (50°F) below the average gas temperature immediately before the catalyst bed measured during the most recent performance test that demonstrated that the operation was in compliance.
  - iii) For catalytic afterburners and carbon adsorbers for which VOM concentration is monitored, all 3-hour periods of operation during which the average VOM concentration or the reading of organics in the exhaust gases is more than 20 percent greater than the average exhaust gas concentration or reading measured by the organic monitoring device during the most recent determination of the recovery efficiency of a carbon adsorber or performance test for a catalytic afterburner, which determination or test demonstrated that the operation was in compliance.
- 3) An owner or operator that uses a carbon adsorber to comply with Section 218.401 of this Part may operate the adsorber during periods of monitoring equipment malfunction, provided that:
- A) The owner or operator notifies in writing the Agency within, 10 days after the conclusion of any 72 hour period during which the adsorber is operated and the associated monitoring equipment is not operational, of such monitoring equipment failure and provides the duration of the malfunction, a description of the repairs made to the equipment, and the total to date of all hours in the calendar year during which the adsorber was operated and the associated

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monitoring equipment was not operational;

- B) During such period of malfunction the adsorber is operated using timed sequences as the basis for periodic regeneration of the adsorber;
  - C) The period of such adsorber operation does not exceed 360 hours in any calendar year without the approval of the Agency and USEPA; and
  - D) The total of all hours in the calendar year during which the adsorber was operated and the associated monitoring equipment was not operational shall be reported, in writing, to the Agency and USEPA by January 31<sup>st</sup> of the following calendar year.
- e) Overall Efficiency
- 1) The overall efficiency of the emission control system shall be determined as the product of the capture system efficiency and the control device efficiency or by the liquid/liquid test protocol as specified in 40 CFR 60.433, incorporated by reference in Section 218.112 of this Part, (and revised by subsection (c)(1)(B) of this Section) for each solvent recovery system. In those cases in which the overall efficiency is being determined for an entire line, the capture efficiency used to calculate the product of the capture and control efficiency is the total capture efficiency over the entire line.
  - 2) For coating lines which are both chosen by the owner or operator to comply with Section 218.207(c), (d), (e), (f), or (g) of this Part by the alternative in Section 218.207(b)(2) of this Part and meet the criteria allowing them to comply with Section 218.207 of this Part instead of Section 218.204 of this Part, the overall efficiency of the capture system and control device, as determined by the test methods and procedures specified in subsections (c), (d) and (e)(1) of this Section, shall be no less than the equivalent overall efficiency which shall be calculated by the following equation:

$$E = ([VOM_a - VOM_l] / VOM_a) \times 100$$

Where:

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- E = Equivalent overall efficiency of the capture system and control device as a percentage;
- VOM<sub>a</sub> = Actual VOM content of a coating, or the daily-weighted average VOM content of two or more coatings (if more than one coating is used), as applied to the subject coating line as determined by the applicable test methods and procedures specified in subsection (a) of this Section in units of kg VOM/l (lb VOM/gal) of coating solids as applied;
- VOM<sub>l</sub> = The VOM emission limit specified in Section 218.204 or 218.205 of this Part in units of kg VOM/~~l~~ (lb VOM/gal) of coating solids as applied.

- f) Volatile Organic Material Gas Phase Source Test Methods.  
The methods in 40 CFR Part 60, Appendix A, incorporated by reference in Section 218.112 of this Part delineated below shall be used to determine control device efficiencies.
- 1) 40 CFR Part 60, Appendix A, Method 18, 25 or 25A, incorporated by reference in Section 218.112 of this Part as appropriate to the conditions at the site, shall be used to determine VOM concentration. Method selection shall be based on consideration of the diversity of organic species present and their total concentration and on consideration of the potential presence of interfering gases. Except as indicated in subsections (f)(1)(A) and (B) below, the test shall consist of three separate runs, each lasting a minimum of 60 ~~minutes~~<sup>min</sup>, unless the Agency and the USEPA determine that process variables dictate shorter sampling times.
- A) When the method is to be used to determine the efficiency of a carbon adsorption system with a common exhaust stack for all the individual adsorber vessels, the test shall consist of three separate runs, each coinciding with one or more complete sequences through the adsorption cycles of all the individual adsorber vessels.
- B) When the method is to be used to determine the efficiency of a carbon adsorption system with individual exhaust stacks for each adsorber vessel, each adsorber vessel shall be tested individually. The test for each adsorber vessel shall consist of three separate runs. Each run shall coincide with one or more complete

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absorption cycles.

- 2) 40 CFR Part 60, Appendix A, Method 1 or 1A, incorporated by reference in Section 218.112 of this Part, shall be used for sample and velocity traverses.
  - 3) 40 CFR Part 60, Appendix A, Method 2, 2A, 2C or 2D, incorporated by reference in Section 218.112 of this Part, shall be used for velocity and volumetric flow rates.
  - 4) 40 CFR Part 60, Appendix A, Method 3, incorporated by reference in Section 218.112 of this Part, shall be used for gas analysis.
  - 5) 40 CFR Part 60, Appendix A, Method 4, incorporated by reference in Section 218.112 of this Part, shall be used for stack gas moisture.
  - 6) 40 CFR Part 60, Appendix A, Methods 2, 2A, 2C, 2D, 3 and 4, incorporated by reference in Section 218.112 of this Part, shall be performed, as applicable, at least twice during each test run.
  - 7) Use of an adaptation to any of the test methods specified in subsections (f)(1), (2), (3), (4), (5) and (6) of this Section may not be used unless approved by the Agency and the USEPA on a case by case basis. An owner or operator must submit sufficient documentation for the Agency and the USEPA to find that the test methods specified in subsections (f)(1), (2), (3), (4), (5) and (6) of this Section will yield inaccurate results and that the proposed adaptation is appropriate.
- g) Leak Detection Methods for Volatile Organic Material  
Owners or operators required by this Part to carry out a leak detection monitoring program shall comply with the following requirements:
- 1) Leak Detection Monitoring
    - A) Monitoring shall comply with 40 CFR 60, Appendix A, Method 21, incorporated by reference in Section 218.112 of this Part.
    - B) The detection instrument shall meet the performance criteria of Method 21.

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- C) The instrument shall be calibrated before use on each day of its use by the methods specified in Method 21.
  - D) Calibration gases shall be:
    - i) Zero air (less than 10 ppm of hydrocarbon in air); and
    - ii) A mixture of methane or n-hexane and air at a concentration of approximately, but no less than, 10,000 ppm methane or n-hexane.
  - E) The instrument probe shall be traversed around all potential leak interfaces as close to the interface as possible as described in Method 21.
- 2) When equipment is tested for compliance with no detectable emissions as required, the test shall comply with the following requirements:
- A) The requirements of subsections (g)(1)(A) through (g)(1)(E) of this Section above shall apply.
  - B) The background level shall be determined as set forth in Method 21.
- 3) Leak detection tests shall be performed consistent with:
- A) "APTI Course SI 417 controlling Volatile Organic Compound Emissions from Leaking Process Equipment", EPA-450/2-82-015, incorporated by reference in Section 218.112 of this Part.
  - B) "Portable Instrument User's Manual for Monitoring VOC Sources", EPA-340/1-86-015, incorporated by reference in Section 218.112 of this Part.
  - C) "Protocols for Generating Unit-Specific Emission Estimates for Equipment Leaks of VOC and VHAP", EPA-450/3-88-010, incorporated by reference in Section 218.112 of this Part.
  - D) "Petroleum Refinery Enforcement Manual", EPA-340/1-80-008, incorporated by reference in Section 218.112 of this Part.

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- h) Bulk Gasoline Delivery System Test Protocol
- 1) The method for determining the emissions of gasoline from a vapor recovery system are delineated in 40 CFR 60, Subpart XX, Section 60.503, incorporated by reference in Section 218.112 of this Part.
  - 2) Other tests shall be performed consistent with:
    - A) "Inspection Manual for Control of Volatile Organic Emissions from Gasoline Marketing Operations: Appendix D", EPA-340/1-80-012, incorporated by reference in Section 218.112 of this Part.
    - B) "Control of Hydrocarbons from Tank Truck Gasoline Loading Terminals: Appendix A", EPA-450/2-77-026, incorporated by reference in Section 218.112 of this Part.
- i) Notwithstanding other requirements of this Part, upon request of the Agency where it is necessary to demonstrate compliance, an owner or operator of an emission unit which is subject to this Part shall, at his own expense, conduct tests in accordance with the applicable test methods and procedures specific in this Part. Nothing in this Section shall limit the authority of the USEPA pursuant to the Clean Air Act, as amended, to require testing.
- j) Stage II Gasoline Vapor Recovery Test Methods  
The methods for determining the acceptable performance of Stage II Gasoline Vapor Recovery System are delineated in "Technical Guidance-Stage II Vapor Recovery Systems for Control of Vehicle Refueling Emissions at Gasoline Dispensing Facilities," found at EPA 450/3-91-022b and incorporated by reference in Section 218.112 of this Part. Specifically, the test methods are as follows:
- 1) Dynamic Backpressure Test is a test procedure used to determine the pressure drop (flow resistance) through balance vapor collection and control systems (including nozzles, vapor hoses, swivels, dispenser piping and underground piping) at prescribed flow rates.
  - 2) Pressure Decay/Leak Test is a test procedure used to quantify the vapor tightness of a vapor collection and control system installed at gasoline dispensing facilities.

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- 3) Liquid Blockage Test is a test procedure used to detect low points in any vapor collection and control system where condensate may accumulate.

(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

**Section 218.112 Incorporations by Reference**

The following materials are incorporated by reference and do not contain any subsequent additions or amendments.

- a) American Society for Testing and Materials, 100 Barr Harbor Drive, West Conshohocken, PA 19428-9555:
  - 1) ASTM D2879-86
  - 2) ASTM D323-82
  - 3) ASTM D86-82
  - 4) ASTM D-369-69 (1971)
  - 5) ASTM D-396-69
  - 6) ASTM D2880-71
  - 7) ASTM D-975-68
  - 8) ASTM D3925-81 (1985)
  - 9) ASTM E300-86
  - 10) ASTM D1475-85
  - 11) ASTM D2369-87
  - 12) ASTM D3792-86
  - 13) ASTM D4017-81 (1987)

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- 14) ASTM D4457-85
- 15) ASTM D2697-86
- 16) ASTM D3980-87
- 17) ASTM E180-85
- 18) ASTM D2372-85
- 19) ASTM D97-66
- 20) ASTM E-168-67 (1977)
- 21) ASTM E-169-87
- 22) ASTM E-260-91
- 23) ASTM D2504-83
- 24) ASTM D2382-83
- 25) ASTM D323-82 (approved 1982)
- 26) ASTM D2099-00

b) Standard Industrial Classification Manual, published by Executive Office of the President, Office of Management and Budget, Washington, D.C., 1987.

c) American Petroleum Institute Bulletin 2517, "Evaporation Loss From Floating Roof Tanks", Second ed., February 1980.

| d) [40 CFR 60](#) (July 1, 1991) and [40 CFR 60, Appendix A, Method 24](#) (57 FR 30654, July 10, 1992).

| e) [40 CFR 61](#) (July 1, 1991).

| f) [40 CFR 50](#) (July 1, 1991).

| g) [40 CFR 51](#) (July 1, 1991) [and 40 CFR Part 51, Appendix M, Methods 204-204F](#)

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- [\(July 1, 1999\)](#).
- h) [40](#) CFR 52 (July 1, 1991).
- i) [40](#) CFR 80 (July 1, 1991) and 40 CFR Part 80, Appendixes D, E, and F (July 1, 1993).
- j) "A Guide for Surface Coating Calculation", [July 1986](#), United States Environmental Protection Agency, Washington, D.C., EPA-340/1-86-016.
- k) "Procedures for Certifying Quantity of Volatile Organic Compounds Emitted by Paint, Ink and Other Coating" (revised June 1986), United States Environmental Protection Agency, Washington, D.C., EPA-450/3-84-019.
- l) "A Guide for Graphic Arts Calculations", August 1988, United States Environmental Protection Agency, Washington, D.C., EPA-340/1-88-003.
- m) "Protocol for Determining the Daily Volatile Organic Compound Emission Rate of Automobile and Light-Duty Truck Topcoat Operations", December 1988, United States Environmental Protection Agency, Washington, D.C., EPA-450/3-88-018.
- n) "Control of Volatile Organic Emissions from Manufacturing of Synthesized Pharmaceutical Products", [December 1978](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/2-78-029.
- o) "Control of Volatile Organic Compound Leaks from Gasoline Tank Trucks and Vapor Collection Systems", [December 1978](#), Appendix B, United States Environmental Protection Agency, Washington, D.C., EPA-450/-78-051.
- p) "Control of Volatile Organic Compound Emissions from Large Petroleum Dry Cleaners", [September 1982](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/3-82-009.
- q) "APTI Course SI417 Controlling Volatile Organic Compound Emissions from Leaking Process Equipment", [1982](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/2-82-015.
- r) "Portable Instrument User's Manual for Monitoring VOC Sources", [June 1986](#), United States Environmental Protection Agency, Washington, D.C., EPA-340/1-86-015.

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- s) "Protocols for Generating Unit-Specific Emission Estimates for Equipment Leaks of VOC and VHAP", [October 1988](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/3-88-010.
- t) "Petroleum Refinery Enforcement Manual", [March 1980](#), United States Environmental Protection Agency, Washington, D.C., EPA-340/1-80-008.
- u) "Inspection Manual for Control of Volatile Organic Emissions from Gasoline Marketing Operations: Appendix D", [1980](#), United States Environmental Protection Agency, Washington, D.C., EPA-340/1-80-012.
- v) "Control of Hydrocarbons from Tank Truck Gasoline Loading Terminals: Appendix A", [December 1977](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/2-77-026.
- w) "Technical Guidance – Stage II Vapor Recovery Systems for Control of Vehicle Refueling Emissions at Gasoline Dispensing Facilities", [November 1991](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/3-91-022b.
- x) California Air Resources Board, Compliance Division. Compliance Assistance Program: Gasoline Marketing and Distribution: Gasoline Facilities Phase I & II (October 1988, rev. November 1993) (CARB Manual).
- y) South Coast Air Quality Management District (SCAQMD), Applied Science & Technology Division, Laboratory Services Branch, SCAQMD Method 309-91, Determination of Static Volatile Emissions ([February 1993](#)).
- z) South Coast Air Quality Management District (SCAQMD), Applied Science & Technology Division, Laboratory Services Branch, SCAQMD Method 312-91, Determination of Percent Monomer in Polyester Resins ([April 1996](#)).
- aa) ["Guidelines for Determining Capture Efficiency," January 1995, Office of Air Quality Planning and Standards, United States Environmental Protection Agency, Research Triangle Park, NC.](#)
- bb) [Memorandum "Revised Capture Efficiency Guidance for Control of Volatile Organic Compound Emissions," February, 1995, John S. Seitz, Director, Office of Air Quality Planning and Standards, United States Environmental Protection Agency.](#)

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(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

## SUBPART F: COATING OPERATIONS

**Section 218.204 Emission Limitations**

Except as provided in Sections 218.205, 218.207, 218.208, 218.212, 218.215 and 218.216 of this Subpart, no owner or operator of a coating line shall apply at any time any coating in which the VOM content exceeds the following emission limitations for the specified coating. Except as provided in Section 218.204(l), compliance with the emission limitations marked with an asterisk in this Section is required on and after March 15, 1996, and compliance with emission limitations not marked with an asterisk is required until March 15, 1996. The following emission limitations are expressed in units of VOM per volume of coating (minus water and any compounds which are specifically exempted from the definition of VOM) as applied at each coating applicator, except where noted. Compounds which are specifically exempted from the definition of VOM should be treated as water for the purpose of calculating the "less water" part of the coating composition. Compliance with this Subpart must be demonstrated through the applicable coating analysis test methods and procedures specified in Section 218.105(a) of this Part and the recordkeeping and reporting requirements specified in Section 218.211(c) of this Subpart except where noted. (Note: The equation presented in Section 218.206 of this Part shall be used to calculate emission limitations for determining compliance by add-on controls, credits for transfer efficiency, emissions trades and cross-line averaging.) The emission limitations are as follows:

a)	Automobile or Light-Duty Truck Coating	kg/ <del>l</del>	lb/gal
	1) Prime coat	0.14 0.14*	(1.2) (1.2)*
	2) Primer surface coat	1.81 1.81*	(15.1) (15.1)*

(Note: The primer surface coat limitation is in units of kg (lbs) of VOM per 1 (gal) of coating solids deposited. Compliance with the limitation shall be based on the daily-weighted average from an entire primer surfacer operation. Compliance shall be demonstrated in accordance with the topcoat protocol referenced in Section 218.105(b) and the recordkeeping and reporting requirements specified in Section 218.211(f). Testing to demonstrate compliance shall be performed in accordance with

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the topcoat protocol and a detailed testing proposal approved by the Agency and USEPA specifying the method of demonstrating compliance with the protocol. Section 218.205 does not apply to the primer surfacer limitation.)

3)	Topcoat	kg/ <del>l</del>	lb/gal
		1.81	(15.1)
		1.81*	(15.1)*

(Note: The topcoat limitation is in units of kg (lbs) of VOM per 1 (gal) of coating solids deposited. Compliance with the limitation shall be based on the daily-weighted average from an entire topcoat operation. Compliance shall be demonstrated in accordance with the topcoat protocol referenced in Section 218.105(b) of this Part and the recordkeeping and reporting requirements specified in Section 218.211(f). Testing to demonstrate compliance shall be performed in accordance with the topcoat protocol and a detailed testing proposal approved by the Agency and USEPA specifying the method of demonstrating compliance with the protocol. Section 218.205 of this Part does not apply to the topcoat limitation.)

4)	Final repair coat	kg/l	lb/gal
		0.58	(4.8)
		0.58*	(4.8)*
b)	Can Coating	kg/l	lb/gal
1)	Sheet basecoat and overvarnish		
A)	Sheet basecoat	0.34	(2.8)
		0.26*	(2.2)*
B)	Overvarnish	0.34	(2.8)
		0.34	(2.8)*
2)	Exterior basecoat and overvarnish	0.34	(2.8)
		0.25*	(2.1)*
3)	Interior body spray coat		
A)	Two piece	0.51	(4.2)
		0.44*	(3.7)*

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	B) Three piece	0.51 0.51*	(4.2) (4.2)*
	4) Exterior end coat	0.51 0.51*	(4.2) (4.2)*
	5) Side seam spray coat	0.66 0.66*	(5.5) (5.5)*
	6) End sealing compound coat	0.44 0.44*	(3.7) (3.7)*
c)	Paper Coating	kg/l 0.35 0.28*	lb/gal (2.9) (2.3)*

(Note: The paper coating limitation shall not apply to any owner or operator of any paper coating line on which [flexographic or rotogravure](#) printing is performed if the paper coating line complies with the emissions limitations in [Subpart H: Printing and Publishing](#), Section 218.401 of this Part. In addition, screen printing on paper is not regulated as paper coating, but is regulated under Subpart TT of this Part.)

d)	Coil Coating	kg/l 0.31 0.20*	lb/gal (2.6) (1.7)*
e)	Fabric Coating	0.35 0.28*	(2.9) (2.3)*
f)	Vinyl Coating	0.45 0.28*	(3.8) (2.3)*
g)	Metal Furniture Coating		
	1) Air dried	0.36 0.34*	(3.0) (2.8)*
	2) Baked	0.36	(3.0)

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		0.28*	(2.3)*
h)	Large Appliance Coating		
	1) Air dried	0.34	(2.8)
		0.34*	(2.8)*
	2) Baked	0.34	(2.8)
		0.28*	(2.3)*
	<u>BOARD NOTE:</u> Note: The limitation shall not apply to the use of quick-drying lacquers for repair of scratches and nicks that occur during assembly, provided that the volume of coating does not exceed 0.95 l (1 quart) in any one rolling eight-hour period.)		
i)	Magnet Wire Coating	kg/l	lb/gal
		0.20	(1.7)
		0.20*	(1.7)*
j)	Miscellaneous Metal Parts and Products Coating		
	1) Clear coating	0.52	(4.3)
		0.52*	(4.3)*
	2) Extreme performance coating		
	A) Air dried	0.42	(3.5)
		0.42*	(3.5)*
	B) Baked	0.42	(3.5)
		0.40*	(3.3)*
	3) Steel pail and drum interior coating	0.52	(4.3)
		0.52*	(4.3)*
	4) All other coatings		
	A) Air Dried	0.42	(3.5)
		0.40*	(3.3)*
	B) Baked	0.36	(3.0)

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		0.34*	(2.8)*
5)	Marine engine coating		
	A) Air Dried	0.42	(3.5)
		0.42*	(3.5)*
	B) Baked		
	i) Primer/Topcoat	0.42	(3.5)
		0.42*	(3.5)*
	ii) Corrosion resistant basecoat	0.42	(3.5)
		0.28*	(2.3)*
	C) Clear Coating	0.52	(4.3)
		0.52*	(4.3)*
6)	Metallic Coating		
	A) Air Dried	0.42	(3.5)
		0.42*	(3.5)*
	B) Baked	0.36	(3.0)
		0.36	(3.0)*
7)	Definitions		
	A) For purposes of subsection 218.204(j)(5) of this Section, the following terms are defined:		
	i) "Corrosion resistant basecoat" means, for purposes of subsection 218.204(j)(5)(B)(ii) of this Section, a water-borne epoxy coating applied via an electrodeposition process to a metal surface prior to spray coating, for the purpose of enhancing corrosion resistance.		
	ii) "Electrodeposition process" means, for purposes of subsection 218.204(j)(5) of this Section, a water-borne dip coating process in which opposite electrical charges are applied to the substrate and the coating. The coating is		

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attracted to the substrate due to the electrochemical potential difference that is created.

iii) "Marine engine coating" means, for purposes of subsection 218.204(j)(5) of this Section, any extreme performance protective, decorative or functional coating applied to an engine that is used to propel watercraft.

B) For purposes of subsection 218.204(j)(6) of this Section, "metallic coating" means a coating which contains more than ¼ lb/gal of metal particles, as applied.

k)	Heavy Off-Highway Vehicle Products Coating	kg/l	lb/gal
1)	Extreme performance prime coat	0.42 0.42*	(3.5) (3.5)*
2)	Extreme performance topcoat (air dried)	0.42 0.42*	(3.5) (3.5)*
3)	Final repair coat (air dried)	0.42 0.42*	(3.5) (3.5)*
4)	All other coatings are subject to the emission limitations for miscellaneous metal parts and products coatings in subsection (j) above.		
l)	Wood Furniture Coating		
1)	Limitations before March 15, 1998:	kg/l	lb/gal
A)	Clear topcoat	0.67	(5.6)
B)	Opaque stain	0.56	(4.7)
C)	Pigmented coat	0.60	(5.0)
D)	Repair coat	0.67	(5.6)
E)	Sealer	0.67	(5.6)

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F)	Semi-transparent stain	0.79	(6.6)
G)	Wash coat	0.73	(6.1)

(Note: Prior to March 15, 1998, an owner or operator of a wood furniture coating operation subject to this Section shall apply all coatings, with the exception of no more than 37.8 l (10 gal) of coating per day used for touch-up and repair operations, using one or more of the following application systems: airless spray application system, air-assisted airless spray application system, electrostatic spray application system, electrostatic bell or disc spray application system, heated airless spray application system, roller coating, brush or wipe coating application system, dip coating application system or high volume low pressure (HVLP) application system.)

- 2) On and after March 15, 1998, wood furniture sealers and topcoats must comply with one of the limitations specified in subsections (1)(2)(A) through (E), below:

		kg VOM/ kg solids	lb VOM/ lb solids
A)	Topcoat	0.8	(0.8)
B)	Sealers and topcoats with the following limits:		
	i) <a href="#">Sealer other than Non-acid-cured alkyd amino vinyl sealer</a>	1.9	(1.9)
	ii) <a href="#">Topcoat other than Non-acid-cured alkyd amino conversion varnish <u>topcoat</u></a>	1.8	(1.8)
	iii) Acid-cured alkyd amino vinyl sealer	2.3	(2.3)
	iv) Acid-cured alkyd amino conversion varnish <a href="#">topcoat</a>	2.0	(2.0)

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- C) Meet the provisions of Section 218.215 of this Subpart for use of an averaging approach;
- D) Achieve a reduction in emissions equivalent to the requirements of subsection (1)(2)(A) or (B) of this Section, as calculated using Section 218.216 of this Subpart; or
- E) Use a combination of the methods specified in subsections (1)(2)(A) through (D) of this Section.
- 3) Other wood furniture coating limitations on and after March 15, 1998:
- |                               | kg/l | lb/gal |
|-------------------------------|------|--------|
| A) Opaque stain               | 0.56 | (4.7)  |
| B) Non-topcoat pigmented coat | 0.60 | (5.0)  |
| C) Repair coat                | 0.67 | (5.6)  |
| D) Semi-transparent stain     | 0.79 | (6.6)  |
| E) Wash coat                  | 0.73 | (6.1)  |
- 4) Other wood furniture coating requirements on and after March 15, 1998:
- A) No source subject to the limitations of subsection (1)(2) or (3) of this Section and utilizing one or more wood furniture coating spray booths shall use strippable spray booth coatings containing more than 0.8 kg VOM/kg solids (0.8 lb VOM/lb solids), as applied.
- B) Any source subject to the limitations of subsection (1)(2) or (3) of this Section shall comply with the requirements of Section 218.217 of this Subpart.
- C) Any source subject to the limitations of subsection (1)(2)(A) or (B) of this Section and utilizing one or more continuous coaters shall, for each continuous coater, use an initial coating which complies with the limitations of subsection (1)(2)(A) or (B) of this Section.

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The viscosity of the coating in each reservoir shall always be greater than or equal to the viscosity of the initial coating in the reservoir. The owner or operator shall:

- i) Monitor the viscosity of the coating in the reservoir with a viscosity meter or by testing the viscosity of the initial coating and retesting the coating in the reservoir each time solvent is added;
- ii) Collect and record the reservoir viscosity and the amount and weight of VOM per weight of solids of coating and solvent each time coating or solvent is added; and
- iii) Maintain these records at the source for a period of three years.

m)	Existing Diesel-Electric Locomotive Coating Lines in Cook County	kg/l	lb/gal
1)	Extreme performance prime coat	0.42 0.42*	(3.5) (3.5)*
2)	Extreme performance top-coat (air dried)	0.42 0.42*	(3.5) (3.5)*
3)	Final repair coat (air dried)	0.42 0.42*	(3.5) (3.5)*
4)	High-temperature aluminum coating	0.72 0.72*	(6.0) (6.0)*
5)	All other coatings	0.36 0.36*	(3.0) (3.0)*
n)	Plastic Parts Coating: Automotive/Transportation	kg/l	lb/gal
1)	Interiors		
	A) Baked		

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	i)	Color coat	0.49*	(4.1)*
	ii)	Primer	0.46*	(3.8)*
	B)	Air Dried		
	i)	Color coat	0.38*	(3.2)*
	ii)	Primer	0.42*	(3.5)*
2)		Exteriors (flexible and non-flexible)		
	A)	Baked		
	i)	Primer	0.60*	(5.0)*
	ii)	Primer non-flexible	0.54*	(4.5)*
	iii)	Clear coat	0.52*	(4.3)*
	iv)	Color coat	0.55*	(4.6)*
	B)	Air Dried		
	i)	Primer	0.66*	(5.5)*
	ii)	Clear coat	0.54*	(4.5)*
	iii)	Color coat (red & black)	0.67*	(5.6)*
	iv)	Color coat (others)	0.61*	(5.1)*
3)		Specialty		
	A)	Vacuum metallizing basecoats, texture base coats	0.66*	(5.5)*
	B)	Black coatings, reflective argent coatings, air bag cover coatings, and soft coatings	0.71*	(5.9)*

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C)	Gloss reducers, vacuum metallizing topcoats, and texture topcoats	0.77*	(6.4)*
D)	Stencil coatings, adhesion primers, ink pad coatings, electrostatic prep coatings, and resist coatings	0.82*	(6.8)*
E)	Headlamp lens coatings	0.89*	(7.4)*
o)	Plastic Parts Coating: Business Machine	kg/l	lb/gal
1)	Primer	0.14*	(1.2)*
2)	Color coat (non-texture coat)	0.28*	(2.3)*
3)	Color coat (texture coat)	0.28*	(2.3)*
4)	Electromagnetic interference/radio frequency interference (EMI/RFI) shielding coatings	0.48*	(4.0)*
5)	Specialty Coatings		
A)	Soft coat	0.52*	(4.3)*
B)	Plating resist	0.71*	(5.9)*
C)	Plating sensitizer	0.85*	(7.1)*

(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

## SUBPART H: PRINTING AND PUBLISHING

**Section 218.405 Lithographic Printing: Applicability**

- a) Until March 15, 1996, the limitations of Section 218.406 of this Subpart apply to all heatset web offset lithographic printing lines (including solvents used for cleanup operations associated with the heatset web offset lithographic printing line(s)) at a source subject to the requirements of this Subpart. All sources with

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heatset web offset lithographic printing lines are sources subject to the requirements of this Subpart unless:

- 1) Total maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines (including solvents used for cleanup operations associated with the heatset web offset lithographic printing line(s)) at the source never exceed 90.7 Mg (100 tons) per calendar year in the absence of air pollution control equipment; or
  - 2) A federally enforceable permit or SIP revision for all heatset web offset lithographic printing line(s) at a source requires the owner or operator to limit production or capacity of these printing line(s) to reduce total VOM emissions from all heatset web offset lithographic printing line(s) to 90.7 Mg (100 tons) per calendar year or less in the absence of air pollution control equipment.
- b) Any owner or operator of any heatset web offset lithographic printing line that is exempt from the limitations in Section 218.406 of this Subpart because of the criteria in subsection (a) of this Section shall be subject to the recordkeeping and reporting requirements in Section 218.406(b)(1) of this Subpart.
- c) On and after March 15, 1996, every owner or operator of lithographic printing line(s) is subject to the recordkeeping and reporting requirements in Section 218.411 of this Subpart.
- d) On and after March 15, 1996, Sections 218.407 through ~~218.410~~[218.411](#) of this Subpart shall apply to:
- 1) All owners or operators of heatset web offset lithographic printing line(s) unless:
    - A) Total maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines (including solvents used for cleanup operations associated with heatset web offset lithographic printing lines) at the source never exceed 90.7 Mg (100 tons) per calendar year before the application of capture systems and control devices. To determine a source's total maximum theoretical emissions of VOM for the purposes of this subsection, the owner or operator shall use the calculations set forth in Section 218.406(b)(1)(A)(ii) of this Subpart; or

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- B) Federally enforceable permit conditions or SIP revision for all heatset web offset lithographic printing line(s) at the source requires the owner or operator to limit production or capacity of these printing line(s) to total VOM emissions of 90.7 Mg/yr (100 TPY) or less, before the application of capture systems and control devices;
- 2) All owners or operators of heatset web offset, non-heatset web offset, or sheet-fed offset lithographic printing line(s), unless the combined emissions of VOM from all lithographic printing line(s) at the source (including solvents used for cleanup operations associated with the lithographic printing line(s)) never exceed 45.5 kg/day (100 lbs/day), as determined in accordance with Section 218.411(a)(1)(B), before the application of capture systems and control devices.
- e) If a lithographic printing line at a source is or becomes subject to one or more of the limitations in Sections 218.406 or 218.407 of this Subpart, the lithographic printing line(s) at the source are always subject to the applicable provisions of this Subpart.

(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

**Section 218.406 Provisions Applying to Heatset Web Offset Lithographic Printing Prior to March 15, 1996**

- a) Emission Standards and Limitations. No owner or operator of a heatset web offset printing line at a source that meets or exceeds the applicability levels in Section 218.405(a) of this Subpart may cause or allow the operation of such heatset web offset printing line(s) unless the owner or operator meets the requirements in subsections (a)(1) or (a)(2) of this Section and the requirements in subsections (a)(3) and (a)(4) of this Section. The owner or operator shall demonstrate compliance with this Section by using the applicable test methods and procedures specified in Section 218.105(a), (d), and (f) of this Part and by complying with the recordkeeping and reporting requirements specified in subsection (b) of this Section.
- 1) An afterburner system is installed and operated that reduces 90 percent of the VOM emissions (excluding methane and ethane) from the dryer exhaust; or

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- 2) The fountain solution contains no more than 8 percent, by weight, of VOM and a condensation recovery system is installed and operated that removes at least 75 percent of the non-isopropyl alcohol organic materials from the dryer exhaust; and
  - 3) The control device is equipped with the applicable monitoring equipment specified in Section 218.105(d)(2) of this Part and the monitoring equipment is installed, calibrated, operated and maintained according to manufacturer's specifications at all times when the control device is in use; and
  - 4) The control device is operated at all times when the printing line is in operation.
- b) Recordkeeping and Reporting. The VOM content of each fountain solution and ink and the efficiency of each control device shall be determined by the applicable test methods and procedures specified in Section 218.105 of this Part to establish the records required under this subsection.
- 1) Any owner or operator of a lithographic printing line which is exempted from the limitations of subsection (a) of this Section because of the criteria in 218.405(a) of this Subpart shall comply with the following:
    - A) By a date consistent with Section 218.106 of this Part, the owner or operator of a heatset web offset lithographic printing line to which subsection (b)(1) of this Section is applicable shall certify to the Agency that the heatset web offset lithographic printing line is exempt under the provisions of Section 218.405(a) of this Subpart. Such certification shall include:
      - i) A declaration that the heatset web offset lithographic printing line is exempt from the limitations of subsection (a) of this Section because of the criteria in Section 218.405(a) of this Subpart; and
      - ii) Calculations which demonstrate that total maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines at the source never exceed 90.7 Mg (100 tons) per calendar year before the application of

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air pollution control equipment. Total maximum theoretical emissions of VOM for a heatset web offset lithographic printing source is the sum of maximum theoretical emissions of VOM from each heatset web offset lithographic printing line at the source. The following equation shall be used to calculate total maximum theoretical emissions of VOM per calendar year in the absence of air pollution control equipment for each heatset web offset lithographic printing line at the source:

$$E_p = (\underline{R} \times A \times B) + [(C \times D) + 1095 (F \times G \times H)] \div 100$$

where:

- $E_p$  = Total maximum theoretical emissions of VOM from one heatset web offset printing line in units of kg/yr (lb/yr);
- A = Weight of VOM per volume of solids of ink with the highest VOM content as applied each year on the printing line in units of kg/~~l~~ (lb/gal) of solids;
- B = Total volume of solids for all inks that can potentially be applied each year on the printing line in units of ~~l~~/yr (gal/yr). The instrument or method by which the owner or operator accurately measured or calculated the volume of each ink as applied and the amount that can potentially be applied each year on the printing line shall be described in the certification to the Agency;
- C = Weight of VOM per volume of fountain solution with the highest VOM content as applied each year on the printing line in units of kg/~~l~~ (lb/gal)~~The weight percent VOM of the fountain solution with the highest VOM content;~~

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- D = The total volume of fountain solution that can potentially be used each year on the printing line in units of  $\ell/\text{yr}$  (gal/yr). The instrument and/or method by which the owner or operator accurately measured or calculated the volume of each fountain solution used and the amount that can potentially be used each year on the printing line shall be described in the certification to the Agency;
- F = Weight of VOM per volume of material for the cleanup material or solvent with the highest VOM content as used each year on the printing line in units of  $\text{kg}/\text{Kg}/\ell$  (lb/gal) of such material;
- G = The greatest volume of cleanup material or solvent used in any 8-hour period; and
- H = The highest fraction of cleanup material or solvent which is not recycled or recovered for offsite disposal during any 8-hour period.
- R = The multiplier representing the amount of VOM not retained in the substrate being used. For paper, R = 0.8. For foil, plastic, or other impervious substrates, R = 1.0.
- B) On and after a date consistent with Section 218.106 of this Part, the owner or operator of a heatset web offset lithographic printing line to which subsection (b)(1) of this Section is applicable shall collect and record all of the following information each year for each printing line and maintain the information at the source for a period of three years:
- i) The name and identification of each fountain solution and ink as applied on each printing line; and
  - ii) The VOM content and the volume of each fountain solution and ink as applied each year on each printing line.
- C) On and after a date consistent with Section 218.106 of this Part, the

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owner or operator of a source exempted from the limitations of subsection (a) of this Section because of the criteria in Section 218.405(a) of this Subpart shall notify the Agency of any record showing that total maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines exceed 90.7 Mg (100 tons) in any calendar year in the absence of air pollution control equipment by sending a copy of such record to the Agency within 30 days after the exceedence occurs.

- 2) Any owner or operator of a printing line subject to the limitations of subsection (a) of this Section and complying by means of subsection (a)(1) of this Section shall comply with the following:
  - A) By a date consistent with Section 218.106 of this Part, or upon initial start-up of a new printing line, or upon changing the method of compliance for an existing printing line from subsection (a)(2) to (a)(1) of this Section, perform all tests and submit to the Agency the results of all tests and calculations necessary to demonstrate that the subject printing line will be in compliance with subsection (a)(1) of this Section on and after a date consistent with Section 218.106 of this Part, or on and after the initial start-up date;
  - B) On and after a date consistent with Section 218.106 of this Part, or on and after the initial start-up date, collect and record the following information each day for each printing line and maintain the information at the source for a period of three years:
    - i) Control device monitoring data;
    - ii) A log of operating time for the control device, monitoring equipment and the associated printing line; and
    - iii) A maintenance log for the control device and monitoring equipment detailing all routine and nonroutine maintenance performed including dates and duration of any outages;
  - C) On and after a date consistent with Section 218.106 of this Part, notify the Agency in the following instances:
    - i) Any violation of subsection (a)(1) of this Section shall be

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- reported to the Agency, in writing, within 30 days following the occurrence of the violation;
- ii) Any record showing a violation of subsection (a)(1) of this Section shall be reported by sending a copy of such record to the Agency within 30 days following the occurrence of the violation; and
  - iii) At least 30 calendar days before changing the method of compliance with subsection (a) of this Section from subsection (a)(1) to (a)(2) of this Section, the owner or operator shall comply with all requirements of subsection (b)(3)(A) of this Section. Upon changing the method of compliance with subsection (a) of this Section from subsection (a)(1) to (a)(2) of this Section, the owner or operator shall comply with all requirements of subsection (b)(3) of this Section.
- 3) Any owner or operator of a printing line subject to the limitations of subsection (a) of this Section and complying by means of subsection (a)(2) of this Section shall:
- A) By a date consistent with Section 218.106 of this Part, or upon initial start-up of a new printing line, or upon changing the method of compliance for an existing printing line from subsection (a)(1) to (a)(2) of this Section, perform all tests and submit to the Agency and the USEPA the results of all tests and calculations necessary to demonstrate that the subject printing line will be in compliance with subsection (a)(2) of this Section on and after a date consistent with Section 218.106 of this Part, or on and after the initial start-up date;
  - B) On and after a date consistent with Section 218.106 of this Part, or on and after the initial start-up date, collect and record the following information each day for each printing line and maintain the information at the source for a period of three years:
    - i) The VOM content of the fountain solution used each day on each printing line;

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- ii) A log of operating time for the control device and the associated printing line; and
  - iii) A maintenance log for the control device detailing all routine and non-routine maintenance performed including dates and duration of any outages;
- C) On and after a date consistent with Section 218.106 of this Part, notify the Agency in the following instances:
- i) Any violation of subsection (a)(2) shall be reported to the Agency, in writing, within 30 days following the occurrence of the violation;
  - ii) Any record showing a violation of subsection (a)(2) of this Section shall be reported by sending a copy of such record to the Agency within 30 days following the occurrence of the violation; and
  - iii) At least 30 calendar days before changing the method of compliance with subsection (a) of this Section from subsection (a)(2) to (a)(1) of this Section, the owner or operator shall comply with all requirements of subsection (b)(2)(A) of this Section. Upon changing the method of compliance with subsection (a) of this Section from subsection (a)(2) to (a)(1) of this Section, the owner or operator shall comply with all requirements of subsection (b)(2) of this Section.
- c) Compliance Schedule. Every owner or operator of a heatset web offset lithographic printing line shall comply with the applicable requirements of subsections (a) and (b) of this Section in accordance with the applicable compliance schedule specified in subsections (c)(1), (c)(2), or (c)(3) of this Section:
- 1) No owner or operator of a heatset web offset lithographic printing line which is exempt from the limitations of subsection (a) of this Section because of the criteria in Section 218.405(a) of this Subpart shall operate said printing line on or after a date consistent with Section 218.106 of this Part, unless the owner or operator has complied with, and continues to

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comply with, Sections 218.405(a) and ~~218.406~~(b)(1) of this Subpart.

- 2) No owner or operator of a heatset web offset lithographic printing line complying by means of subsection (a)(1) of this Section shall operate said printing line on or after a date consistent with Section 218.106 of this Part, unless the owner or operator has complied with, and continues to comply with, subsections (a)(1), (a)(3), (a)(4) and (b)(2) of this Section.
- 3) No owner or operator of a heatset web offset lithographic printing line complying by means of subsection (a)(2) of this Section shall operate said printing line on or after a date consistent with Section 218.106 of this Part, unless the owner or operator has complied with, and continues to comply with, subsections (a)(2), (a)(3), (a)(4) and (b)(3) of this Section.

(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

**Section 218.407 Emission Limitations and Control Requirements for Lithographic Printing Lines On and After March 15, 1996**

- a) On and after March 15, 1996, no owner or operator of lithographic printing line(s) subject to the requirements of this Subpart shall:
  - 1) Cause or allow the operation of any heatset web offset lithographic printing line unless:
    - A) The total VOM content in the as-applied fountain solution meets one of the following conditions:
      - i) 1.6 percent or less, by volume;
      - ii) 3 percent or less, by volume, and the temperature of the fountain solution is maintained below 15.6° C (60° F), measured at the reservoir or the fountain tray; or
      - iii) 5 percent or less, by volume, and the as-applied fountain solution contains no alcohol;
    - B) The air pressure in the dryer is maintained lower than the air pressure of the press room, such that air flow through all openings in the dryer, other than the exhaust, is into the dryer at all times

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when the printing line is operating;

- C) An afterburner is installed and operated so that VOM emissions (excluding methane and ethane) from the press dryer exhaust(s) are reduced by 90 percent, by weight, or to a maximum afterburner exhaust outlet concentration of 20 ppmv (as carbon);
  - D) The afterburner is equipped with the applicable monitoring equipment specified in Section 218.105(d)(2) of this Part and the monitoring equipment is installed, calibrated, operated, and maintained according to manufacturer's specifications at all times when the afterburner is in use; and
  - E) The afterburner is operated at all times when the printing line is in operation, [except the afterburner may be shut down between November 1 and April 1 as provided in Section 218.107 of this Part](#);
- 2) Cause or allow the operation of any non-heatset web offset lithographic printing line unless the VOM content of the as-applied fountain solution is 5 percent or less, by volume, and the as-applied fountain solution contains no alcohol;
  - 3) Cause or allow the operation of any sheet-fed offset lithographic printing line unless:
    - A) The VOM content of the as-applied fountain solution is 5 percent or less, by volume; or
    - B) The VOM content of the as-applied fountain solution is 8.5 percent or less, by volume, and the temperature of the fountain solution is maintained below 15.6° C (60° F), measured at the reservoir or the fountain tray;
  - 4) Cause or allow the use of a cleaning solution on any lithographic printing line unless:
    - A) The VOM content of the as-used cleaning solution is less than or equal to 30 percent, by weight; or

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- B) The VOM composite partial vapor pressure of the as-used cleaning solution is less than 10 mmHg at 20° C (68° F);
- 5) Cause or allow VOM containing cleaning materials, including used cleaning towels, associated with any lithographic printing line to be kept, stored or disposed of in any manner other than in closed containers.
- b) An owner or operator of a heatset web offset lithographic printing line subject to the requirements of subsection (a)(1)(C) of this Section may use a control device other than an afterburner, if:
- 1) The control device reduces VOM emissions from the press dryer exhaust(s) by at least 90 percent, by weight, or to a maximum control device exhaust outlet concentration of 20 ppmv (as carbon);
  - 2) The owner or operator submits a plan to the Agency detailing appropriate monitoring devices, test methods, recordkeeping requirements, and operating parameters for the control device; and
  - 3) The use of the control device with testing, monitoring, and recordkeeping in accordance with this plan is approved by the Agency and USEPA as federally enforceable permit conditions.

(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

**Section 218.410 Monitoring Requirements for Lithographic Printing**

- a) Fountain Solution Temperature.
- 1) The owner or operator of any lithographic printing line(s) relying on the temperature of the fountain solution to demonstrate compliance shall install, maintain, and continuously operate a temperature monitor of the fountain solution in the reservoir or fountain tray, as applicable.
  - 2) The temperature monitor must be capable of reading with an accuracy of 1° C or 2° C ~~0.3° C or 0.5° F~~, and must be attached to an automatic, continuous recording device such as a strip chart, recorder, or computer, with at least the same accuracy, that is installed, calibrated and maintained in accordance with the manufacturer's specifications. If the automatic, continuous recording device malfunctions, the owner or operator shall

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record the temperature of the fountain solution at least once every two operating hours. The automatic, continuous recording device shall be repaired or replaced as soon as practicable.

- b) Fountain Solution VOM Content. The owner or operator of any lithographic printing line(s) subject to Section 218.407(a)(1)(A), (a)(2) or (a)(3) of this Subpart shall:
- 1) For a fountain solution to which VOM is not added automatically:
    - A) Maintain records of the VOM content of the fountain solution in accordance with Section 218.411(c)(2)(C); or
    - B) Take a sample of the as-applied fountain solution from the fountain tray or reservoir, as applicable, each time a fresh batch of fountain solution is prepared or each time VOM is added to an existing batch of fountain solution in the fountain tray or reservoir, and shall determine compliance with the VOM content limitation of the as-applied fountain solution by using one of the following options:
      - i) With a refractometer or hydrometer with a visual, analog, or digital readout and with an accuracy of 0.5 percent. The refractometer or hydrometer must be calibrated with a standard solution for the type of VOM used in the fountain solution, in accordance with manufacturer's specifications, against measurements performed to determine compliance. The refractometer or hydrometer must be corrected for temperature at least once per 8-hour shift or once per batch of fountain solution prepared or modified, whichever is longer; or
      - ii) With a conductivity meter if it is demonstrated that a refractometer and hydrometer cannot distinguish between compliant and noncompliant fountain solution for the type and amount of VOM in the fountain solution. A source may use a conductivity meter if it demonstrates that both hydrometers and refractometers fail to provide significantly different measurements for standard solutions containing 95 percent, 100 percent and 105 percent of the applicable VOM content limit. The conductivity meter reading for the

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fountain solution must be referenced to the conductivity of the incoming water. A standard solution shall be used to calibrate the conductivity meter for the type of VOM used in the fountain solution, in accordance with manufacturer's specifications;

- 2) For fountain solutions to which VOM is added at the source with automatic feed equipment, determine the VOM content of the as-applied fountain solution based on the setting of the automatic feed equipment which makes additions of VOM up to a pre-set level. [Records must be retained of the VOM content of the fountain solution in accordance with Section 218.411\(c\)\(2\)\(D\) of this Subpart.](#) The equipment used to make automatic additions must be installed, calibrated, operated and maintained in accordance with manufacturer's specifications.
- c) Afterburners For Heatset Web Offset Lithographic Printing Line(s).  
If an afterburner is used to demonstrate compliance, the owner or operator of a heatset web offset lithographic printing line subject to Section 218.407(a)(1)(C) of this Subpart shall:
  - 1) Install, calibrate, maintain, and operate temperature monitoring device(s) with an accuracy of 3° C or 5° F on the afterburner in accordance with Section 218.105(d)(2) of this Part and in accordance with the manufacturer's specifications. Monitoring shall be performed at all times when the afterburner is operating; and
  - 2) Install, calibrate, operate and maintain, in accordance with manufacturer's specifications, a continuous recorder on the temperature monitoring device(s), such as a strip chart, recorder or computer, with at least the same accuracy as the temperature monitor.
- d) Other Control Devices for Heatset Web Offset Lithographic Printing Line(s).  
If a control device other than an afterburner is used to demonstrate compliance, the owner or operator of a heatset web offset lithographic printing line subject to this Subpart shall install, maintain, calibrate and operate such monitoring equipment as set forth in the owner or operator's plan approved by the Agency and USEPA pursuant to Section 218.407(b) of this Subpart.
- e) Cleaning Solution-

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- 1) The owner or operator of any lithographic printing line relying on the VOM content of the cleaning solution to comply with Section 218.407(a)(4)(A) of this Subpart must:
  - A) For cleaning solutions that are prepared at the source with equipment that automatically mixes cleaning solvent and water (or other non-VOM):
    - i) Install, operate, maintain, and calibrate the automatic feed equipment in accordance with manufacturer's specifications to regulate the volume of each of the cleaning solvent and water (or other non-VOM), as mixed; and
    - ii) Pre-set the automatic feed equipment so that the consumption rates of the cleaning solvent and water (or other non-VOM), as applied, comply with Section 218.407(a)(4)(A) of this Subpart;
  - B) For cleaning solutions that are not prepared at the source with automatic feed equipment, keep records of the usage of cleaning solvent and water (or other non-VOM) as set forth in Section 218.411(d)(2) of this Subpart.
- 2) The owner or operator of any lithographic printing line relying on the vapor pressure of the cleaning solution to comply with Section 218.407(a)(4)(B) of this Subpart must keep records for such cleaning solutions used on any such line(s) as set forth in Section 218.411(d)(2)(C) of this Subpart.

(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

**Section 218.411 Recordkeeping and Reporting for Lithographic Printing**

- a) An owner or operator of lithographic printing line(s) exempt from the limitations of Section 218.407 of this Subpart because of the criteria in Section 218.405(d) of this Subpart shall comply with the following:
  - 1) By March 15, 1996, upon initial start-up of a new lithographic printing line, and upon modification of a lithographic printing line, submit a certification to the Agency that includes:

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- A) A declaration that the source is exempt from the control requirements in Section 218.407 of this Part because of the criteria in Section 218.405(d) of this Subpart;
- B) Calculations which demonstrate that combined emissions of VOM from all lithographic printing lines (including inks, fountain solutions, and solvents used for cleanup operations associated with the lithographic printing lines) at the source never exceed 45.5 kg/day (100 lbs/day) before the use of capture systems and control devices, as follows:
- i) To calculate daily emissions of VOM, the owner or operator shall determine the monthly emissions of VOM from all lithographic printing lines at the source (including solvents used for cleanup operations associated with the lithographic printing lines) and divide this amount by the number of days during that calendar month that [lithographic](#) printing lines at the source were in operation;
  - ii) To determine the VOM content of the inks, fountain solution additives and cleaning solvents, the tests methods and procedures set forth in Section 218.409(c) of this Subpart shall be used;
  - iii) To determine VOM emissions from inks used on lithographic printing line(s) at the source, an ink emission adjustment factor of 0.05 shall be used in calculating emissions from all non-heatset inks [except when using an impervious substrate](#), and a factor of 0.80 shall be used in calculating emissions from all heatset inks to account for VOM retention in the substrate [except when using an impervious substrate](#). [For impervious substrates such as metal or plastic, no emission adjustment factor is used](#). The VOM content of the ink, as used, shall be multiplied by this factor to determine the amount of VOM emissions from the use of ink on the printing line(s); and
  - iv) To determine VOM emissions from fountain solutions and cleaning solvents used on lithographic printing line(s) at the

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source, no retention factor is used;

- C) Either a declaration that the source, through federally enforceable permit conditions, has limited its maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines (including solvents used for cleanup operations associated with heatset web offset printing lines) at the source to no more than 90.7 Mg (100 tons) per calendar year before the application of capture systems and control devices or calculations which demonstrate that the source's total maximum theoretical emissions of VOM do not exceed 90.7 Mg/yr (100 TPY). To determine the source's total maximum theoretical emissions for the purposes of this subsection, the owner or operator shall use the calculations set forth in Section 218.406(b)(1)(A)(ii) of this Subpart; and
  - D) A description and the results of all tests used to determine the VOM content of inks, fountain solution additives, and cleaning solvents, and a declaration that all such tests have been properly conducted in accordance with Section 218.409(c)(1) of this Subpart;
- 2) On and after March 15, 1996, collect and record either the information specified in subsection (a)(2)(A) or (a)(2)(B) of this Section for all lithographic printing lines at the source:
- A) Standard recordkeeping, including the following:
    - i) The name and identification of each fountain solution additive, lithographic ink, and cleaning solvent used on any lithographic printing line, recorded each month;
    - ii) A daily record which shows whether a lithographic printing line at the source was in operation on that day;
    - iii) The VOM content and the volume of each fountain solution additive, lithographic ink, and cleaning solvent used on any lithographic printing line, recorded each month;
    - iv) The total VOM emissions at the source each month, determined as the sum of the product of usage and VOM

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content for each fountain solution additive, cleaning solvent, and lithographic ink (with the applicable ink VOM emission adjustment) used at the source, calculated each month; and

- v) The VOM emissions in lbs/day for the month, calculated in accordance with Section 218.411(a)(1)(B) of this Subpart;
- B) Purchase and inventory recordkeeping, including the following:
- i) The name, identification, and VOM content of each fountain solution additive, lithographic ink, and cleaning solvent used on any lithographic printing line, recorded each month;
  - ii) Inventory records from the beginning and end of each month indicating the total volume of each fountain solution additive, lithographic ink, and cleaning solvent to be used on any lithographic printing line at the source;
  - iii) Monthly purchase records for each fountain solution additive, lithographic ink, and cleaning solvent used on any lithographic printing line at the source;
  - iv) A daily record which shows whether a lithographic printing line at the source was in operation on that day;
  - v) The total VOM emissions at the source each month, determined as the sum of the product of usage and VOM content for each fountain solution additive, cleaning solvent, and lithographic ink (with the applicable ink VOM emission adjustment) used at the source, calculated each month based on the monthly inventory and purchase records required to be maintained pursuant to subsections (a)(2)(B)(i), (a)(2)(B)(ii) and (a)(2)(B)(iii) of this Section; and
  - vi) The VOM emissions in lbs/day for the month, calculated in accordance with Section 218.411(a)(1)(B) of this Subpart;

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- 3) On and after March 15, 1996, notify the Agency in writing if the combined emissions of VOM from all lithographic printing lines (including inks, fountain solutions, and solvents used for cleanup operations associated with the lithographic printing lines) at the source ever exceed 45.5 kg/day (100 lbs/day), before the use of capture systems and control devices, within 30 days after the event occurs. Such notification shall include a copy of all records of such event.
- b) An owner or operator of a heatset web offset lithographic printing line(s) subject to the control requirements of Section 218.407(a)(1)(C) or (b)(1) of this Subpart shall comply with the following:
  - 1) By March 15, 1996, upon initial start-up of a new printing line, and upon initial start-up of a new control device for a heatset web offset printing line, submit a certification to the Agency that includes the following:
    - A) An identification of each heatset web offset lithographic printing line at the source;
    - B) A declaration that each heatset web offset lithographic printing line is in compliance with the requirements of Section 218.407(a)(1)(B), (a)(1)(C), (a)(1)(D) and (a)(1)(E) or (b) of this Subpart, as appropriate;
    - C) The type of afterburner or other approved control device used to comply with the requirements of Section 218.407(a)(1)(C) or (b)(1) of this Subpart;
    - D) The control requirements in Section 218.407(a)(1)(C) or (b)(1) of this Subpart with which the lithographic printing line is complying;
    - E) The results of all tests and calculations necessary to demonstrate compliance with the control requirements of Section 218.407(a)(1)(C) or (b)(1) of this Subpart, as applicable; and
    - F) A declaration that the monitoring equipment required under Section 218.407(a)(1)(D) or (b) of this Subpart, as applicable, has been properly installed and calibrated according to manufacturer's specifications;

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- 2) If testing of the afterburner or other approved control device is conducted pursuant to Section 218.409(b) of this Subpart, the owner or operator shall, within 90 days after conducting such testing, submit a copy of all test results to the Agency and shall submit a certification to the Agency that includes the following:
  - A) A declaration that all tests and calculations necessary to demonstrate whether the lithographic printing line(s) is in compliance with Section 218.407(a)(1)(C) or (b)(1) of this Subpart, as applicable, have been properly performed;
  - B) A statement whether the lithographic printing line(s) is or is not in compliance with Section 218.407(a)(1)(C) or (b)(1) of this Subpart, as applicable; and
  - C) The operating parameters of the afterburner or other approved control device during testing, as monitored in accordance with Section 218.410(c) or (d) of this Subpart, as applicable;
- 3) On and after March 15, 1996, collect and record daily the following information for each heatset web offset lithographic printing line subject to the requirements of Section 218.407(a)(1)(C) or (b)(1) of this Subpart:
  - A) Afterburner or other approved control device monitoring data in accordance with Section 218.410(c) or (d) of this Subpart, as applicable;
  - B) A log of operating time for the afterburner or other approved control device, monitoring equipment, and the associated printing line;
  - C) A maintenance log for the afterburner or other approved control device and monitoring equipment detailing all routine and non-routine maintenance performed, including dates and duration of any outages; and
  - D) A log detailing checks on the air flow direction or air pressure of the dryer and press room to insure compliance with the requirements of Section 218.407(a)(1)(B) of this Subpart at least once per 24-hour period while the line is operating;

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- 4) On and after March 15, 1996, notify the Agency in writing of any violation of Section 218.407(a)(1)(C) or (b)(1) of this Subpart within 30 days after the occurrence of such violation. Such notification shall include a copy of all records of such violation;
  - 5) If changing its method of compliance between subsections (a)(1)(C) and (b) of Section 218.407 of this Subpart, certify compliance for the new method of compliance in accordance with subsection (b)(1) of this Section at least 30 days before making such change, and perform all tests and calculations necessary to demonstrate that such printing line(s) will be in compliance with the requirements of Section 218.407(a)(1)(B), (a)(1)(C), (a)(1)(D) and (a)(1)(E) of this Subpart, or Section 218.407(b) of this Subpart, as applicable.
- c) An owner or operator of a lithographic printing line subject to Section 218.407(a)(1)(A), (a)(2), or (a)(3) of this Subpart, shall:
- 1) By March 15, 1996, and upon initial start-up of a new lithographic printing line, certify to the Agency that fountain solutions used on each lithographic printing line will be in compliance with the applicable VOM content limitation. Such certification shall include:
    - A) Identification of each lithographic printing line at the source, by type, e.g., heatset web offset, non-heatset web offset, or sheet-fed offset;
    - B) Identification of each centralized fountain solution reservoir and each lithographic printing line that it serves;
    - C) The VOM content limitation with which each fountain solution will comply;
    - D) Initial documentation that each type of fountain solution will comply with the applicable VOM content limitation, including copies of manufacturer's specifications, test results, if any, formulation data and calculations;
    - E) Identification of the method that will be used to demonstrate continuing compliance with the applicable limitation, e.g., a

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refractometer, hydrometer, conductivity meter, or recordkeeping procedures with detailed description of the compliance methodology; and

- F) A sample of the records that will be kept pursuant to Section 218.411(c)(2) of this Subpart.
- 2) On and after March 15, 1996, collect and record the following information for each fountain solution:
- A) The name and identification of each batch of fountain solution prepared for use on one or more lithographic printing lines, the lithographic printing line(s) or centralized reservoir using such batch of fountain solution, and the applicable VOM content limitation for the batch;
  - B) If an owner or operator uses a hydrometer, refractometer, or conductivity meter, pursuant to Section 218.410(b)(1)(B), to demonstrate compliance with the applicable VOM content limit in Section 218.407(a)(1)(A), (a)(2), or (a)(3) of this Subpart:
    - i) The date and time of preparation, and each subsequent modification, of the batch;
    - ii) The results of each measurement taken in accordance with Section 218.410(b) of this Subpart;
    - iii) Documentation of the periodic calibration of the meter in accordance with the manufacturer's specifications, including date and time of calibration, personnel conducting, identity of standard solution, and resultant reading; and
    - iv) Documentation of the periodic temperature adjustment of the meter, including date and time of adjustment, personnel conducting and results;
  - C) If the VOM content of the fountain solution is determined pursuant to Section 218.410(b)(1)(A) of this Subpart, for each batch of as-applied fountain solution:

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- i) Date and time of preparation and each subsequent modification of the batch;
- ii) Volume and VOM content of each component used in, or subsequently added to, the fountain solution batch;
- iii) Calculated VOM content of the as-applied fountain solution; and
- iv) Any other information necessary to demonstrate compliance with the applicable VOM content limits in Section 218.407(a)(1)(A), (a)(2) and (a)(3) of this Subpart, as specified in the source's operating permit;

D) If the VOM content of the fountain solution is determined pursuant to Section 218.410(b)(2) of this Subpart, for each setting:

- i) VOM content limit corresponding to each setting;
- ii) Date and time of initial setting and each subsequent setting;
- iii) Documentation of the periodic calibration of the automatic feed equipment in accordance with the manufacturer's specifications; and
- iv) Any other information necessary to demonstrate compliance with the applicable VOM content limits in Sections 218.407(a)(1)(A), (a)(2) and (a)(3) of this Subpart, as specified in the source's operating permit;

ED) If the owner or operator relies on the temperature of the fountain solution to comply with the requirements in Section 218.407(a)(1)(A)(ii) or (a)(3)(B) of this Subpart:

- i) The temperature of the fountain solution at each printing line, as monitored in accordance with Section 218.410(a); and
- ii) A maintenance log for the temperature monitoring devices

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and automatic, continuous temperature recorders detailing all routine and non-routine maintenance performed, including dates and duration of any outages;

- 3) Notify the Agency in writing of any violation of Section 218.407 of this Subpart within 30 days after the occurrence of such violation. Such notification shall include a copy of all records of such violation; and
  - 4) If changing its method of demonstrating compliance with the applicable VOM content limitations in Section 218.407 of this Subpart, or changing the method of demonstrating compliance with the VOM content limitations for fountain solutions pursuant to Section 218.409 of this Subpart, certify compliance for such new method(s) in accordance with subsection (c)(1) of this Section within 30 days after making such change, and perform all tests and calculations necessary to demonstrate that such printing line(s) will be in compliance with the applicable requirements of Section 218.407 of this Subpart.
- d) For lithographic printing line cleaning operations, an owner or operator of a lithographic printing line subject to the requirements of Section 218.407 of this Subpart shall:
- 1) By March 15, 1996, ~~and~~ upon initial start-up of a new lithographic printing line, certify to the Agency that all cleaning solutions, and the handling of cleaning materials, will be in compliance with the requirements of Section 218.407(a)(4)(A) or (a)(4)(B) and (a)(5) of this Subpart, and such certification shall also include:
    - A) Identification of each VOM-containing cleaning solution used on each lithographic printing line;
    - B) The limitation with which each VOM-containing cleaning solution will comply, i.e., the VOM content or vapor pressure;
    - C) Initial documentation that each VOM-containing cleaning solution will comply with the applicable limitation, including copies of manufacturer's specifications, test results, if any, formulation data and calculations;
    - D) Identification of the method that will be used to demonstrate

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continuing compliance with the applicable limitations;

- E) A sample of the records that will be kept pursuant to Section 218.411(d)(2) of this Subpart; and
  - F) A description of the practices that assure that VOM-containing cleaning materials are kept in closed containers;
- 2) On and after March 15, 1996, collect and record the following information for each cleaning solution used on each lithographic printing line:
- A) For each cleaning solution for which the owner or operator relies on the VOM content to demonstrate compliance with Section 218.407(a)(4)(A) of this Subpart and which is prepared at the source with automatic equipment:
    - i) The name and identification of each cleaning solution;
    - ii) The VOM content of each cleaning solvent in the cleaning solution, as determined in accordance with Section 218.409(c) of this Subpart;
    - iii) Each change to the setting of the automatic equipment, with date, time, description of changes in the cleaning solution constituents (e.g., cleaning solvents), and a description of changes to the proportion of cleaning solvent and water (or other non-VOM);
    - iv) The proportion of each cleaning solvent and water (or other non-VOM) used to prepare the as-used cleaning solution;
    - v) The VOM content of the as-used cleaning solution, with supporting calculations; and
    - vi) A calibration log for the automatic equipment, detailing periodic checks;
  - B) For each batch of cleaning solution for which the owner or operator relies on the VOM content to demonstrate compliance with Section 218.407(a)(4)(A) of this Subpart, and which is not

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prepared at the source with automatic equipment:

- i) The name and identification of each cleaning solution;
  - ii) Date and time of preparation, and each subsequent modification, of the batch;
  - iii) The VOM content of each cleaning solvent in the cleaning solution, as determined in accordance with Section 218.409(c) of this Subpart;
  - iv) The total amount of each cleaning solvent and water (or other non-VOM) used to prepare the as-used cleaning solution; and
  - v) The VOM content of the as-used cleaning solution, with supporting calculations;
- C) For each batch of cleaning solution for which the owner or operator relies on the vapor pressure of the cleaning solution to demonstrate compliance with Section 218.407(a)(4)(B) of this Subpart:
- i) The name and identification of each cleaning solution;
  - ii) Date and time of preparation, and each subsequent modification, of the batch;
  - iii) The molecular weight, density, and VOM composite partial vapor pressure of each cleaning solvent, as determined in accordance with Section 218.409(e) of this Subpart;
  - iv) The total amount of each cleaning solvent used to prepare the as-used cleaning solution; and
  - v) The VOM composite partial vapor pressure of each as-used cleaning solution, as determined in accordance with Section 218.409(e) of this Subpart;
- D) The date, time and duration of scheduled inspections performed to

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confirm the proper use of closed containers to control VOM emissions, and any instances of improper use of closed containers, with descriptions of actual practice and corrective action taken, if any;

- 3) On and after March 15, 1996, notify the Agency in writing of any violation of Section 218.407 of this Subpart within 30 days after the occurrence of such violation. Such notification shall include a copy of all records of such violation; and
- 4) If changing its method of demonstrating compliance with the requirements of Section 218.407(a)(4) of this Subpart, or changing between automatic and manual methods of preparing cleaning solutions, certify compliance for such new method in accordance with subsection (d)(1) of this Section, within 30 days after making such change, and perform all tests and calculations necessary to demonstrate that such printing line(s) will be in compliance with the applicable requirements of Section 218.407(a)(4) of this Subpart.
- e) The owner or operator shall maintain all records required by this Section at the source for a minimum period of three years and shall make all records available to the Agency upon request.

(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

## SUBPART Z: DRY CLEANERS

**Section 218.601 Perchloroethylene Dry Cleaners (Repealed)**

~~The owner or operator of a dry cleaning operation which uses perchloroethylene shall:~~

- a) ~~Vent the entire dryer exhaust through a properly designed and functioning carbon adsorption system or equally effective control device; and~~
- b) ~~Emit no more than 100 ppmv of VOM from the dryer control device before dilution, or achieve a 90 percent average reduction before dilution; and~~
- e) ~~Immediately repair all components found to be leaking liquid VOM; and~~
- d) ~~Cook or treat all diatomaceous earth filters so that the residue contains 25 kg (55~~

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- ~~lb) or less of VOM per 100 kg (220 lb) of wet waste material; and~~
- e) ~~Reduce the VOM from all solvent stills to 60 kg (132 lb) or less per 100 kg (220 lb) of wet waste material; and~~
  - f) ~~Drain all filtration cartridges in the filter housing or other sealed container for at least 24 hours before discarding the cartridges; and~~
  - g) ~~Dry all drained filtration cartridges in equipment connected to an emission reduction system or in a manner that will eliminate emission of VOM to the atmosphere.~~

(Source: Repealed at 30 Ill. Reg. 9684, effective May 15, 2006)

**Section 218.602 Applicability (Repealed)**

~~The provisions of Section 218.601 of this Part are not applicable to perchloroethylene dry cleaning operations which are coin-operated or to dry cleaning operations consuming less than 30 gal per month (360 gal per year) of perchloroethylene.~~

(Source: Repealed at 30 Ill. Reg. 9684, effective May 15, 2006)

**Section 218.603 Leaks (Repealed)**

~~The presence of leaks shall be determined for purposes of Section 218.601(e) of this Part by a visual inspection of the following: hose connections, unions, couplings and valves; machine door gaskets and seatings; filter head gasket and seating; pumps; base tanks and storage containers; water separators; filter sludge recovery; distillation unit; diverter valves; saturated lint from lint baskets; and cartridge filters.~~

(Source: Repealed at 30 Ill. Reg. 9684, effective May 15, 2006)

## SUBPART HH: MOTOR VEHICLE REFINISHING

**Section 218.790 General Recordkeeping and Reporting (Repealed)**

~~On and after the compliance date specified in Section 218.791 of this Subpart, every owner or operator of a motor vehicle refinishing operation shall maintain the following records for the most recent consecutive 3 years. Such records shall be made available to the Agency immediately upon request:~~

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- a) ~~The name and manufacturer of each coating and surface preparation product used at the source each month;~~
- b) ~~The volume of each category of coating, as set forth in Section 218.780 of this Subpart, purchased by the source each month;~~
- c) ~~The coating mixing instructions, as stated on the container, in literature supplied with the coating, or otherwise specified by the manufacturer, for each coating purchased by the source each month;~~
- d) ~~The VOM content, expressed as weight of VOM per volume of coating, minus water and any compounds that are specifically exempted from the definition of VOM, recorded on a monthly basis for:~~
  - 1) ~~Each coating as purchased, if the coating is not mixed with any additives prior to application on the substrate; or~~
  - 2) ~~Each coating after mixing according to manufacturer's instructions as collected pursuant to subsection (c) of this Section;~~
- e) ~~The weighted average VOM content of the coating, as specified in Section 218.780(d)(1), (d)(2) or (d)(3) of this Subpart, for each basecoat/clearcoat, and three or four stage coating system purchased by the source, recorded on a monthly basis;~~
- f) ~~The total monthly volume of all specialty coatings purchased and the percentage specialty coatings comprise in the aggregate of all coatings purchased by the source each month;~~
- g) ~~The volume of each category of surface preparation material, as set forth in Section 218.786 of this Subpart, purchased by the source each month; and~~
- h) ~~The VOM content, expressed as weight of VOM per volume of material, including water, of each surface preparation material purchased by the source, recorded on a monthly basis.~~

(Source: Repealed at 30 Ill. Reg. 9684, effective May 15, 2006)

**Section 218.792 Registration**

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- a) Every owner or operator of a motor vehicle refinishing operation shall register with the Agency on or before the date specified in Section 218.791 of this Subpart ~~and re-register no later than 45 days following the end of each subsequent calendar year~~. The following information shall be included in this registration:
- 1) The name and address of the source, and the name and telephone number of the person responsible for submitting the registration information;
  - 2) A description of all coating operations of motor vehicles, mobile equipment, or their parts or components, and all associated surface preparation operations at the source;
  - 3) A description of all coating applicators used at the source to comply with Section 218.784(a) of this Subpart, if applicable;
  - 4) A description of all cleanup operations at the source, including equipment used to comply with Section 218.784(b) of this Subpart, if applicable;
  - 5) A description of all work practices at the source used to comply with Section 218.787 of this Subpart;
  - 6) If a source claims to be exempt from the equipment requirements in Section 218.784 of this Subpart because it uses less than 20 gallons of coating per year, the owner's or operator's certification that the annual usage is below this level;
  - 7) A written declaration stating whether the source is complying with this Subpart by using coatings that comply with the applicable VOM content limits in Section 218.780 of this Subpart or by control equipment as specified in Section 218.782; and
  - 8) A description of any control devices used to comply with Section 218.782 of this Subpart and the date(s) the device was installed and became operational.
- b) At least 30 calendar days before changing the method of compliance to or from Sections 218.780 and 218.782, the owner or operator of a motor vehicle refinishing operation shall notify the Agency and certify that the source is in compliance with the applicable requirements for the new method of compliance.

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(Source: Amended at 30 Ill. Reg. 9684, effective May 15, 2006)

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**Section 218.APPENDIX B VOM Measurement Techniques for Capture Efficiency  
(Repealed)**~~Procedure G.1—Captured VOM Emissions~~~~1.—INTRODUCTION~~

~~1.1—Applicability. This procedure is applicable for determining the volatile organic materials (VOM) content of captured gas streams. It is intended to be used as a segment in the development of liquid/gas or gas/gas protocols for determining VOM capture efficiency (CE) for surface coating and printing operations. The procedure may not be acceptable in certain site-specific situations, e.g., when: (1) direct fired heaters or other circumstances affect the quantity of VOM at the control device inlet; and (2) particulate organic aerosols are formed in the process and are present in the captured emissions.~~

~~1.2 Principle. The amount of VOM captured (G) is calculated as the sum of the products of the VOM content ( $C_{Gj}$ ), the flow rate ( $Q_{Gj}$ ), and the sample time ( $T_C$ ) from each captured emissions point.~~

~~1.3 Estimated Measurement Uncertainty. The measurement uncertainties are estimated for each captured or fugitive emissions point as follows:  $Q_{Gj} = 5.5$  percent and  $C_{Gj} = \pm 5.0$  percent. Based on these numbers, the probable uncertainty for G is estimated at about  $\pm 7.4$  percent.~~

~~1.4 Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.~~

~~1.5 Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.~~

~~2. APPARATUS AND REAGENTS~~

~~2.1 Gas VOM Concentration. A schematic of the measurement system is shown in Figure 1. The main components are described below:~~

~~2.1.1 Sample Probe. Stainless steel, or equivalent. The probe shall be heated to prevent VOM condensation.~~

~~2.1.2 Calibration Valve Assembly. Three-way valve assembly at the outlet of sample probe to~~

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~~direct the zero and calibration gases to the analyzer. Other methods, such as quick-connect lines, to route calibration gases to the outlet of the sample probe are acceptable.~~

~~2.1.3 Sample Line. Stainless steel or Teflon tubing to transport the sample gas to the analyzer. The sample line must be heated to prevent condensation.~~

~~2.1.4 Sample Pump. A leak-free pump, to pull the sample gas through the system at a flow rate sufficient to cause a response in the measurement system. The components of the pump that contact the gas stream shall be constructed of stainless steel or Teflon. The sample pump must be heated to prevent condensation.~~

~~2.1.5 Sample Flow Rate Control. A sample flow rate control valve and rotameter, or equivalent, to maintain a constant sampling rate within 10 percent. The flow rate control valve and rotameter must be heated to prevent condensation. A control valve may also be located on the sample pump bypass loop to assist in controlling the sample pressure and flow rate.~~

~~2.1.6 Sample Gas Manifold. Capable of diverting a portion of the sample gas stream to the flame ionization analyzer (FIA), and the remainder to the bypass discharge vent. The manifold components shall be constructed of stainless steel or Teflon. If captured or fugitive emissions are to be measured at multiple locations, the measurement system shall be designed to use separate sampling probes, lines, and pumps for each measurement location and a common sample gas manifold and FIA. The sample gas manifold and connecting lines to the FIA must be heated to prevent condensation.~~

~~2.1.7 Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

~~2.1.7.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.2 Calibration Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.1.7.4 Response Time. Less than 30 seconds.~~

~~2.1.8 Integrator/Data Acquisition System. An analog or digital device or computerized data acquisition system used to integrate the FIA response or compute the average response and record measurement data. The minimum data sampling frequency for computing average or~~

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~~integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.1.9 Calibration and Other Gases. Gases used for calibration, fuel, and combustion air (if required) are contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.1.9.1 Fuel. A 40 percent H<sub>2</sub>/60 percent He or 40 percent H<sub>2</sub>/60 percent N<sub>2</sub> gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.1.9.2 Carrier Gas. High purity air with less than 1 ppm of organic material (as propane or carbon equivalent) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.1.9.3 FIA Linearity Calibration Gases. Low-, mid-, and high-range gas mixture standards with nominal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.1.10 Particulate Filter. An in-stack or an out-of-stack glass fiber filter is recommended if exhaust gas particulate loading is present. An out-of-stack filter must be heated to prevent any condensation unless it can be demonstrated that no condensation occurs.~~

~~2.2 Captured Emissions Volumetric Flow Rate.~~

~~2.2.1 Method 2 or 2A Apparatus. For determining volumetric flow rate.~~

~~2.2.2 Method 3 Apparatus and Reagents. For determining molecular weight of the gas stream. An estimate of the molecular weight of the gas stream may be used if it can be justified.~~

~~2.2.3 Method 4 Apparatus and Reagents. For determining moisture content, if necessary.~~

### ~~3. DETERMINATION OF VOLUMETRIC FLOW RATE OF CAPTURED EMISSIONS~~

~~3.1 Locate all points where emissions are captured from the affected emission unit. Using Method 1, determine the sampling points. Be sure to check each site for cyclonic or swirling~~

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flow.

~~3.2 Measure the velocity at each sampling site at least once every hour during each sampling run using Method 2 or 2A.~~

#### ~~4. DETERMINATION OF VOM CONTENT OF CAPTURED EMISSIONS~~

~~4.1 Analysis Duration. Measure the VOM responses at each captured emissions point during the entire test run or, if applicable, while the process is operating. If there are multiple captured emission locations, design a sampling system to allow a single FIA to be used to determine the VOM responses at all sampling locations.~~

#### ~~4.2 Gas VOM Concentration.~~

~~4.2.1 Assemble the sample train as shown in Figure 1. Calibrate the FIA according to the procedure in Section 5.1.~~

~~4.2.2 Conduct a system check according to the procedure in Section 5.3.~~

~~4.2.3 Install the sample probe so that the probe is centrally located in the stack, pipe, or duct, and is sealed tightly at the stack port connection.~~

~~4.2.4 Inject zero gas at the calibration valve assembly. Allow the measurement system response to reach zero. Measure the system response time as the time required for the system to reach the effluent concentration after the calibration valve has been returned to the effluent sampling position.~~

~~4.2.5 Conduct a system check before and a system drift check after each sampling run according to the procedures in Sections 5.2 and 5.3. If the drift check following a run indicates unacceptable performance, the run is not valid. The tester may elect to perform system drift checks during the run not to exceed one drift check per hour.~~

~~4.2.6 Verify that the sample lines, filter, and pump temperatures are  $120 \pm 5^\circ \text{C}$ .~~

~~4.2.7 Begin sampling at the start of the test period and continue to sample during the entire run. Record the starting and ending times and any required process information as appropriate. If multiple captured emission locations are sampled using a single FIA, sample at each location for the same amount of time (e.g., 2 minutes) and continue to switch from one location to another for the entire test run. Be sure that total sampling time at each location is the same at the end of the test run. Collect at least 4 separate measurements from each sample point during each hour of~~

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~~testing. Disregard the measurements at each sampling location until two times the response time of the measurement system has elapsed. Continue sampling for at least 1 minute and record the concentration measurements.~~

~~4.3 Background Concentration.~~

~~4.3.1 Locate all NDO's of the TTE. A sampling point shall be centrally located outside of the TTE at 4 equivalent diameters from each NDO, if possible. If there are more than 6 NDO's, choose 6 sampling points evenly spaced among the NDO's.~~

~~4.3.2 Assemble the sample train as shown in Figure 2. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.3. NOTE: This sample train shall be a separate sampling train from the one to measure the captured emissions.~~

~~4.3.3 Position the probe at the sampling location.~~

~~4.3.4 Determine the response time, conduct the system check and sample according to the procedures described in Sections 4.2.4 to 4.2.7.~~

~~4.4 Alternative Procedure. The direct interface sampling and analysis procedure described in Section 7.2 of Method 18 may be used to determine the gas VOC concentration. The system must be designed to collect and analyze at least one sample every 10 minutes.~~

~~5. CALIBRATION AND QUALITY ASSURANCE~~

~~5.1 FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis system and after a major change is made to the system.~~

~~5.2 Systems Drift Checks. Select the calibration gas that most closely approximates the concentration of the captured emissions for conducting the drift checks. Introduce the zero and calibration gas at the calibration valve assembly and verify that the appropriate gas flow rate and~~

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pressure are present at the FIA. Record the measurement system responses to the zero and calibration gases. The performance of the system is acceptable if the difference between the drift check measurement and the value obtained in Section 5.1 is less than 3 percent of the span value. Conduct the system drift checks at the end of each run.

5.3 System Check. Inject the high range calibration gas at the inlet of the sampling probe and record the response. The performance of the system is acceptable if the measurement system response is within 5 percent of the value obtained in Section 5.1 for the high range calibration gas. Conduct a system check before and after each test run.

5.4 Analysis Audit. Immediately before each test analyze an audit cylinder as described in Section 5.2. The analysis audit must agree with the audit cylinder concentration within 10 percent.

## 6. NOMENCLATURE

$A_i$	=	area of NDO $i$ , $\text{ft}^2$ ;
$A_N$	=	total area of all NDO's in the enclosure, $\text{ft}^2$ ;
$C_{B_i}$	=	average VOM concentration of background emissions at point $i$ , ppm propane;
$C_B$	=	average background concentration, ppm propane;
$C_{G_j}$	=	average VOM concentration of captured emissions at point $j$ , ppm propane;
$C_{DH}$	=	average measured concentration for the drift check calibration gas, ppm propane;
$C_{DO}$	=	average system drift check concentration for zero concentration gas, ppm propane;
$C_H$	=	actual concentration of the drift check calibration gas, ppm propane;
$C_i$	=	uncorrected average background VOM concentration measured at point $i$ , ppm propane;
$C_j$	=	uncorrected average VOM concentration measured at point $j$ , ppm propane;
$G$	=	total VOM content of captured emissions, kg;
$K_t$	=	$1.830 \times 10^{-6} \text{ kg}/(\text{m}^3 \text{ ppm})$ ;
$n$	=	number of measurement points;
$Q_{G_j}$	=	average effluent volumetric flow rate corrected to standard conditions at captured emissions point $j$ , $\text{m}^3/\text{min}$ ;
$T_C$	=	total duration of captured emissions sampling run, min.

## 7. CALCULATIONS

## 7.1 Total VOM Captured Emissions:

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$$G = \sum_{j=1}^n (C_{Gj} - C_B) Q_{Gj} T_C K_1 \quad \text{Eq. 1}$$

7.2—VOM Concentration of the Captured Emissions at Point j.

$$C_{Gj} = (C_j - C_{DO}) \frac{C_H}{C_{DH} - C_{DO}} \quad \text{Eq. 2}$$

7.3—Background VOM Concentration at Point i.

$$C_{Bi} = (C_i - C_{DO}) \frac{C_H}{C_{DH} - C_{DO}} \quad \text{Eq. 3}$$

7.4—Average Background Concentration.

$$C_B = \frac{\sum_{i=1}^n C_{Bi} A_i}{n A_N} \quad \text{Eq. 4}$$

NOTE: If the concentration at each point is within 20 percent of the average concentration of all points, the terms "A<sub>i</sub>" and "A<sub>N</sub>" may be deleted from Equation 4.

Procedure G.2—Captured VOM Emissions (Dilution Technique)

## 1.—INTRODUCTION

1.1—Applicability. This procedure is applicable for determining the volatile organic materials (VOM) content of captured gas streams. It is intended to be used as a segment in the development of a gas/gas protocol in which fugitive emissions are measured for determining VOM capture efficiency (CE) for surface coating and printing operations. A dilution system is used to reduce the VOM concentration of the captured emission to about the same concentration as the fugitive emissions. The procedure may not be acceptable in certain site-specific situations, e.g., when: (1) direct fired heaters or other circumstances affect the quantity of VOM at the control device inlet; and (2) particulate organic aerosols are formed in the process and are present in the captured emissions.

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~~1.2 — Principle. The amount of VOM captured ( $G$ ) is calculated as the sum of the products of the VOM content ( $C_{Gj}$ ), the flow rate ( $Q_{Gj}$ ), and the sampling time ( $T_e$ ) from each captured emissions point.~~

~~1.3 — Estimated Measurement Uncertainty. The measurement uncertainties are estimated for each captured or fugitive emissions point as follows:  $Q_{Gj} = \pm 5.5$  percent and  $C_{Gj} = \pm 5$  percent. Based on these numbers, the probable uncertainty for  $G$  is estimated at about  $\pm 7.4$  percent.~~

~~1.4 — Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.~~

~~1.5 — Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.~~

## ~~2. — APPARATUS AND REAGENTS~~

~~2.1 — Gas VOM Concentration. A schematic of the measurement system is shown in Figure 1. The main components are described below:~~

~~2.1.1 — Dilution System. A Kipp in-stack dilution probe and controller or similar device may be used. The dilution rate may be changed by substituting different critical orifices or adjustments of the aspirator supply pressure. The dilution system shall be heated to prevent VOM condensation. Note: An out-of-stack dilution device may be used.~~

~~2.1.2 — Calibration Valve Assembly. Three-way valve assembly at the outlet of sample probe to direct the zero and calibration gases to the analyzer. Other methods, such as quick-connect lines, to route calibration gases to the outlet of the sample probe are acceptable.~~

~~2.1.3 — Sample Line. Stainless steel or Teflon tubing to transport the sample gas to the analyzer. The sample line must be heated to prevent condensation.~~

~~2.1.4 — Sample Pump. A leak-free pump, to pull the sample gas through the system at a flow rate sufficient to minimize the response time of the measurement system. The components of the pump that contact the gas stream shall be constructed of stainless steel or Teflon. The sample pump must be heated to prevent condensation.~~

~~2.1.5 — Sample Flow Rate Control. A sample flow rate control valve and rotameter, or~~

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~~equivalent, to maintain a constant sampling rate within 10 percent. The flow control valve and rotameter must be heated to prevent condensation. A control valve may also be located on the sample pump bypass loop to assist in controlling the sample pressure and flow rate.~~

~~2.1.6 Sample Gas Manifold. Capable of diverting a portion of the sample gas stream to the flame ionization analyzer (FIA), and the remainder to the bypass discharge vent. The manifold components shall be constructed of stainless steel or Teflon. If captured or fugitive emissions are to be measured at multiple locations, the measurement system shall be designed to use separate sampling probes, lines, and pumps for each measurement location and a common sample gas manifold and FIA. The sample gas manifold and connecting lines to the FIA must be heated to prevent condensation.~~

~~2.1.7 Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

~~2.1.7.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.2 Calibration Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.1.7.4 Response Time. Less than 30 seconds.~~

~~2.1.8 Integrator/Data Acquisition System. An analog or digital device or computerized data acquisition system used to integrate the FIA response or compute the average response and record measurement data. The minimum data sampling frequency for computing average or integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.1.9 Calibration and Other Gases. Gases used for calibration, fuel, and combustion air (if required) are contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.1.9.1 Fuel. A 40 percent H<sub>2</sub>/60 percent He or 40 percent H<sub>2</sub>/60 percent N<sub>2</sub> gas mixture is~~

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~~recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.1.9.2 Carrier Gas and Dilution Air Supply. High purity air with less than 1 ppm of organic material (as propane or carbon equivalent) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.1.9.3 FIA Linearity Calibration Gases. Low-, mid-, and high-range gas mixture standards with nominal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.1.9.4 Dilution Check Gas. Gas mixture standard containing propane in air, approximately half the span value after dilution.~~

~~2.1.10 Particulate Filter. An in-stack or an out-of-stack glass fiber filter is recommended if exhaust gas particulate loading is significant. An out-of-stack filter must be heated to prevent any condensation unless it can be demonstrated that no condensation occurs.~~

~~2.2 Captured Emissions Volumetric Flow Rate.~~

~~2.2.1 Method 2 or 2A Apparatus. For determining volumetric flow rate.~~

~~2.2.2 Method 3 Apparatus and Reagents. For determining molecular weight of the gas stream. An estimate of the molecular weight of the gas stream may be used if it can be justified.~~

~~2.2.3 Method 4 Apparatus and Reagents. For determining moisture content, if necessary.~~

~~3. DETERMINATION OF VOLUMETRIC FLOW RATE OF CAPTURED EMISSIONS~~

~~3.1 Locate all points where emissions are captured from the affected facility. Using Method 1, determine the sampling points. Be sure to check each site for cyclonic or swirling flow.~~

~~3.2 Measure the velocity at each sampling site at least once every hour during each sampling run using Method 2 or 2A.~~

~~4. DETERMINATION OF VOC CONTENT OF CAPTURED EMISSIONS~~

~~4.1 Analysis Duration. Measure the VOM responses at each captured emissions point during the entire test run or, if applicable, while the process is operating. If there are multiple captured~~

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~~emissions locations, design a sampling system to allow a single FIA to be used to determine the VOM responses at all sampling locations.~~

~~4.2 — Gas VOM Concentration.~~

~~4.2.1 — Assemble the sample train as shown in Figure 1. Calibrate the FIA according to the procedure in Section 5.1.~~

~~4.2.2 — Set the dilution ratio and determine the dilution factor according to the procedure in Section 5.3.~~

~~4.2.3 — Conduct a system check according to the procedure in Section 5.4.~~

~~4.2.4 — Install the sample probe so that the probe is centrally located in the stack, pipe, or duct, and is sealed tightly at the stack port connection.~~

~~4.2.5 — Inject zero gas at the calibration valve assembly. Measure the system response time as the time required for the system to reach the effluent concentration after the calibration valve has been returned to the effluent sampling position.~~

~~4.2.6 — Conduct a system check before and a system drift check after each sampling run according to the procedures in Sections 5.2 and 5.4. If the drift check following a run indicates unacceptable performance, the run is not valid. The tester may elect to perform system drift checks during the run not to exceed one drift check per hour.~~

~~4.2.7 — Verify that the sample lines, filter, and pump temperatures are  $120 \pm 5^\circ \text{C}$ .~~

~~4.2.8 — Begin sampling at the start of the test period and continue to sample during the entire run. Record the starting and ending times and any required process information as appropriate. If multiple captured emission locations are sampled using a single FIA, sample at each location for the same amount of time (e.g., 2 minutes) and continue to switch from one location to another for the entire test run. Be sure that total sampling time at each location is the same at the end of the test run. Collect at least 4 separate measurements from each sample point during each hour of testing. Disregard the measurements at each sampling location until two times the response time of the measurement system has elapsed. Continue sampling for at least 1 minute and record the concentration measurements.~~

~~4.3 — Background Concentration.~~

~~4.3.1 — Locate all NDO's of the TTE. A sampling point shall be centrally located outside of the~~

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~~TTE at 4 equivalent diameters from each NDO, if possible. If there are more than 6 NDO's, choose 6 sampling points evenly spaced among the NDO's.~~

~~4.3.2 Assemble the sample train as shown in Figure 2. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.4.~~

~~4.3.3 Position the probe at the sampling location.~~

~~4.3.4 Determine the response time, conduct the system check and sample according to the procedures described in Sections 4.2.4 to 4.2.8.~~

~~4.4 Alternative Procedure. The direct interface sampling and analysis procedure described in Section 7.2 of Method 18 may be used to determine the gas VOM concentration. The system must be designed to collect and analyze at least one sample every 10 minutes.~~

## ~~5. CALIBRATION AND QUALITY ASSURANCE~~

~~5.1 FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system after the dilution system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high-range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid-range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the response for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis system and after a major change is made to the system.~~

~~5.2 Systems Drift Checks. Select the calibration gas that most closely approximates the concentration of the diluted captured emissions for conducting the drift checks. Introduce the zero and calibration gas at the calibration valve assembly and verify that the appropriate gas flow rate and pressure are present at the FIA. Record the measurement system responses to the zero and calibration gases. The performance of the system is acceptable if the difference between the drift check measurement and the value obtained in Section 5.1 is less than 3 percent of the span value. Conduct the system drift check at the end of each run.~~

~~5.3 Determination of Dilution Factor. Inject the dilution check gas into the measurement system before the dilution system and record the response. Calculate the dilution factor using Equation 3.~~

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~~5.4 — System Check. Inject the high range calibration gas at the inlet to the sampling probe while the dilution air is turned off. Record the response. The performance of the system is acceptable if the measurement system response is within 5 percent of the value obtained in Section 5.1 for the high range calibration gas. Conduct a system check before and after each test run.~~

~~5.5 — Analysis Audit. Immediately before each test analyze an audit cylinder as described in Section 5.2. The analysis audit must agree with the audit cylinder concentration within 10 percent.~~

## 6. NOMENCLATURE

$A_i$	=	area of NDO $i$ , $\text{ft}^2$ ;
$A_N$	=	total area of all NDO's in the enclosure, $\text{ft}^2$ ;
$C_A$	=	actual concentration of the dilution check gas, ppm propane;
$C_{Bi}$	=	corrected average VOM concentration of background emissions at point $i$ , ppm propane;
$C_B$	=	average background concentration, ppm propane;
$C_{DH}$	=	average measured concentration for the drift check calibration gas, ppm propane;
$C_{D0}$	=	average system drift check concentration for zero concentration gas, ppm propane;
$C_H$	=	actual concentration of the drift check calibration gas, ppm propane;
$C_i$	=	uncorrected average background VOM concentration measured at point $i$ , ppm propane;
$C_j$	=	uncorrected average VOM concentration measured at point $j$ , ppm propane;
$C_M$	=	measured concentration of the dilution check gas, ppm propane;
DF	=	dilution factor;
G	=	total VOCM content of captured emissions, kg;
$K_1$	=	$1.830 \times 10^{-6} \text{ kg}/(\text{m}^3 \text{ ppm})$ ;
n	=	number of measurement points;
$Q_{Gj}$	=	average effluent volumetric flow rate corrected to standard conditions at captured emissions point $j$ , $\text{m}^3/\text{min}$ ;
$T_C$	=	total duration of captured emissions sampling run, min.

## 7. CALCULATIONS

7.1 Total VOM Captured Emissions.

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$$G = \sum_{j=1}^n C_{Gj} Q_{Gj} T_c K_1 \quad \text{Eq. 1}$$

7.2—VOM Concentration of the Captured Emissions at Point j.

$$C_{Gj} = DF (C_j - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 2}$$

7.3—Dilution Factor.

$$DF = \frac{C_A}{C_M} \quad \text{Eq. 3}$$

7.4—Background VOM Concentration at Point i.

$$C_{Bi} = (C_i - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 4}$$

7.5—Average Background Concentration.

$$C_B = \frac{\sum_{i=1}^n C_{Bi} A_i}{n A_N} \quad \text{Eq. 5}$$

NOTE: If the concentration at each point is within 20 percent of the average concentration of all points, the terms "A<sub>i</sub>" and "A<sub>N</sub>" may be deleted from Equation 4.

#### Procedure F.2—Fugitive VOM Emissions from Building Enclosures

##### 1.—INTRODUCTION

1.1—Applicability. This procedure is applicable for determining the fugitive volatile organic materials (VOM) emissions from a building enclosure (BE). It is intended to be used as a segment in the development of liquid/gas or gas/gas protocols for determining VOC capture

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~~efficiency (CE) for surface coating and printing operations.~~

~~1.2 Principle. The total amount of fugitive VOM emissions ( $F_B$ ) from the BE is calculated as the sum of the products of the VOM content ( $C_{Fj}$ ) of each fugitive emissions point, its flow rate ( $Q_{Fj}$ ), and time ( $T_F$ ).~~

~~1.3 Measurement Uncertainty. The measurement uncertainties are estimated for each fugitive emissions point as follows:  $Q_{Fj} = \pm 5.0$  percent and  $C_{Fj} = \pm 5.0$  percent. Based on these numbers, the probable uncertainty for  $F_B$  is estimated at about  $\pm 11.2$  percent.~~

~~1.4 Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.~~

~~1.5 Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.~~

## ~~2. APPARATUS AND REAGENTS~~

~~2.1 Gas VOM Concentration. A schematic of the measurement system is shown in Figure 1. The main components are described below:~~

~~2.1.1 Sample Probe. Stainless steel, or equivalent. The probe shall be heated to prevent VOM condensation.~~

~~2.1.2 Calibration Valve Assembly. Three-way valve assembly at the outlet of sample probe to direct the zero and calibration gases to the analyzer. Other methods, such as quick-connect lines, to route calibration gases to the outlet of the sample probe are acceptable.~~

~~2.1.3 Sample Line. Stainless steel or Teflon tubing to transport the sample gas to the analyzer. The sample line must be heated to prevent condensation.~~

~~2.1.4 Sample Pump. A leak-free pump, to pull the sample gas through the system at a flow rate sufficient to minimize the response time of the measurement system. The components of the pump that contact the gas stream shall be constructed of stainless steel or Teflon. The sample pump must be heated to prevent condensation.~~

~~2.1.5 Sample Flow Rate Control. A sample flow rate control valve and rotameter, or equivalent, to maintain a constant sampling rate within 10 percent. The flow rate control valve~~

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and rotameter must be heated to prevent condensation. A control valve may also be located on the sample pump bypass loop to assist in controlling the sample pressure and flow rate.

2.1.6 ~~Sample Gas Manifold. Capable of diverting a portion of the sample gas stream to the flame ionization analyzer (FIA), and the remainder to the bypass discharge vent. The manifold components shall be constructed of stainless steel or Teflon. If emissions are to be measured at multiple locations, the measurement system shall be designed to use separate sampling probes, lines, and pumps for each measurement location and a common sample gas manifold and FIA. The sample gas manifold must be heated to prevent condensation.~~

2.1.7 ~~Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

2.1.7.1 ~~Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

2.1.7.2 ~~Calibration Drift. Less than  $\pm 3.0$  percent of the span value.~~

2.1.7.3 ~~Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

2.1.7.4 ~~Response Time. Less than 30 seconds.~~

2.1.8 ~~Integrator/Data Acquisition System. An analog or digital device or computerized data acquisition system used to integrate the FIA response or compute the average response and record measurement data. The minimum data sampling frequency for computing average or integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

2.1.9 ~~Calibration and Other Gases. Gases used for calibration, fuel, and combustion air (if required) are contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

2.1.9.1 ~~Fuel. A 40 percent H<sub>2</sub>/60 percent He or 40 percent H<sub>2</sub>/60 percent N<sub>2</sub> gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

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~~2.1.9.2 Carrier Gas. High purity air with less than 1 ppm of organic material (propane or carbon equivalent) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.1.9.3 FIA Linearity Calibration Gases. Low, mid, and high range gas mixture standards with nominal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.1.10 Particulate Filter. An in-stack or an out-of-stack glass fiber filter is recommended if exhaust gas particulate loading is significant. An out-of-stack filter must be heated to prevent any condensation unless it can be demonstrated that no condensation occurs.~~

~~2.2 Fugitive Emissions Volumetric Flow Rate.~~

~~2.2.1 Flow Direction Indicators. Any means of indicating inward or outward flow, such as light plastic film or paper streamers, smoke tubes, filaments, and sensory perception.~~

~~2.2.2 Method 2 or 2A Apparatus. For determining volumetric flow rate. Anemometers or similar devices calibrated according to the manufacturer's instructions may be used when low velocities are present. Vane anemometers (Young maximum response propeller), specialized pilots with electronic manometers (e.g., Shortridge Instruments Inc., Airdata Multimeter 860) are commercially available with measurement thresholds of 15 and 8 mpm (50 and 25 fpm), respectively.~~

~~2.2.3 Method 3 Apparatus and Reagents. For determining molecular weight of the gas stream. An estimate of the molecular weight of the gas stream may be used if it can be justified.~~

~~2.2.4 Method 4 Apparatus and Reagents. For determining moisture content, if necessary.~~

~~3. DETERMINATION OF VOLUMETRIC FLOW RATE OF FUGITIVE EMISSIONS~~

~~3.1 Preliminary Determinations. The purpose of this exercise is to determine which exhaust points should be measured for volumetric flow rates and VOM concentrations.~~

~~3.1.1 Forced Draft Openings. Identify all forced draft openings. Determine the volumetric flow rate according to Method 2.~~

~~3.1.2 NDO's Exhaust Points. The NDO's in the roof of a facility the building or room in which the emission unit is located are considered to be exhaust points. Determine volumetric flow rate~~

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~~from these NDO's. Divide the cross-sectional area according to Method 1 using 12 equal areas. Use the appropriate velocity measurement devices, e.g., propeller anemometers.~~

~~3.1.3 Other NDO's.~~

~~3.1.3.1 This step is optional. Determine the exhaust flow rate, including that of the control device, from the enclosure and the intake air flow rate. If the exhaust flow rate divided by the intake air flow rate is greater than 1.1, then all other NDO's are not considered to be significant exhaust points.~~

~~3.1.3.2 If the option above is not taken, identify all other NDO's and other potential points through which fugitive emissions may escape the enclosure. Then use the following criteria to determine whether flow rates and VOM concentrations need to be measured:~~

~~3.1.3.2.1 Using the appropriate flow direction indicator, determine the flow direction. An NDO with zero or inward flow is not an exhaust point.~~

~~3.1.3.2.2 Measure the outward volumetric flow rate from the remainder of the NDO's. If the collective flow rate is 2 percent, or less, of the flow rate from Sections 3.1.1 and 3.1.2, then those NDO's, except those within two equivalent diameters (based on NDO opening) from a VOM emitting point, may be considered to be non-exhaust points.~~

~~3.1.3.2.3 If the percentage calculated in Section 3.1.3.2.2 is greater than 2 percent, those NDO's (except those within two equivalent diameters from VOM emitting point) whose volumetric flow rate total 2 percent of the flow rate from Sections 3.1.1 and 3.1.2 may be considered as non-exhaust points. All remaining NDO's shall be measured for volumetric flow rate and VOM concentrations during the CE test.~~

~~3.1.3.2.4 The tester may choose to measure VOM concentrations at the forced exhaust points and the NDO's. If the total VOM emissions from the NDO's are less than 2 percent of the emissions from the forced draft and roof NDO's, then these NDO's may be eliminated from further consideration.~~

~~3.2 Determination of Flow Rates.~~

~~3.2.1 Measure the volumetric flow rate at all locations identified as exhaust points in Section~~

~~3.1. Divide each exhaust opening into 9 equal areas for rectangular openings and 8 for circular openings.~~

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~~3.2.2—Measure the velocity at each site at least once every hour during each sampling run using Method 2 or 2A, if applicable, or using the low velocity instruments in Section 2.2.2.~~

~~4.—DETERMINATION OF VOM CONTENT OF FUGITIVE EMISSIONS~~

~~4.1—Analysis Duration. Measure the VOM responses at each fugitive emission point during the entire test run or, if applicable, while the process is operating. If there are multiple emissions locations, design sampling system to allow a single FIA to be used to determine the VOM responses at all sampling locations.~~

~~4.2—Gas VOM Concentration.~~

~~4.2.1—Assemble the sample train as shown in Figure 1. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.3, respectively.~~

~~4.2.2—Install the sample probe so that the probe is centrally located in the stack, pipe, or duct, and is sealed tightly at the stack port connection.~~

~~4.2.3—Inject zero gas at the calibration valve assembly. Allow the measurement system response to reach zero. Measure the system response time as the time required for the system to reach the effluent concentration after the calibration valve has been returned to the effluent sampling position.~~

~~4.2.4—Conduct a system check before and a system drift check after each sampling run according to the procedures in Sections 5.2 and 5.3. If the drift check following a run indicates unacceptable performance, the run is not valid. The tester may elect to perform drift checks during the run not to exceed one drift check per hour.~~

~~4.2.5—Verify that the sample lines, filter, and pump temperatures are  $120 \pm 5^\circ \text{C}$ .~~

~~4.2.6—Begin sampling at the start of the test period and continue to sample during the entire run. Record the starting and ending times and any required process information as appropriate. If multiple emissions locations are sampled using a single FIA, sample at each location for the same amount of time (e.g., 2 minutes) and continue to switch from one location to another for the entire test run. Be sure that total sampling time at each location is the same at the end of the test run. Collect at least 4 separate measurements from each sample point during each hour of testing. Disregard the response measurements at each sampling location until two times the response time of the measurement system has elapsed. Continue sampling for at least 1 minute and record the concentration measurements.~~

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~~4.3 — Alternative Procedure. The direct interface sampling and analysis procedure described in Section 7.2 of Method 18 may be used to determine the gas VOM concentration. The system must be designed to collect and analyze at least one sample every 10 minutes.~~

~~5. — CALIBRATION AND QUALITY ASSURANCE~~

~~5.1 — FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range gases calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis system and after a major change is made to the system.~~

~~5.2 — Systems Drift Checks. Select the calibration gas that most closely approximates the concentration of the captured emissions for conducting the drift checks. Introduce the zero and calibration gas at the calibration valve assembly and verify that the appropriate gas flow and pressure are present at the FIA. Record the measurement system responses to the zero and calibration gases. The performance of the system is acceptable if the difference between the drift check measurement and the value obtained in Section 5.1 is less than 3 percent of the span value. Conduct a system drift check at the end of each run.~~

~~5.3 — System Check. Inject the high range calibration gas at the inlet of the sampling probe and record the response. The performance of the system is acceptable if the measurement system response is within 5 percent of the value obtained in Section 5.1 for the high range calibration gas. Conduct a system check before each test run.~~

~~5.4 — Analysis Audit. Immediately before each test analyze an audit cylinder as described in Section 5.2. The analysis audit must agree with the audit cylinder concentration within 10 percent.~~

~~6. NOMENCLATURE~~

~~$C_{DH}$  = average measured concentration for the drift check calibration gas, ppm propane;~~

~~$C_{D0}$  = average system drift check concentration for zero concentration gas, ppm~~

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	propane;
$C_{Fj}$	= corrected average VOM concentration of fugitive emissions at point j, ppm propane;
$C_H$	= actual concentration of the drift check calibration gas, ppm propane;
$C_j$	= uncorrected average VOM concentration measured at point j, ppm propane;
$F_B$	= total VOM content of fugitive emissions from the building, kg;
$K_1$	= $1.830 \times 10^{-6}$ kg/(m <sup>3</sup> ppm);
$n$	= number of measurement points;
$Q_{Fj}$	= average effluent volumetric flow rate corrected to standard conditions at fugitive emissions point j, m <sup>3</sup> /min;
$T_F$	= total duration of capture efficiency sampling run, min.

## 7. CALCULATIONS

## 7.1 Total VOM Fugitive Emissions From the Building.

$$F_B = \sum_{j=1}^n C_{Fj} Q_{Fj} T_F K_1 \quad \text{Eq. 1}$$

## 7.2 VOM Concentration of the Fugitive Emissions at Point j.

$$C_{Fj} = (C_j - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 2}$$

## Procedure F.1 Fugitive VOM Emissions from Temporary Enclosures

## 1. INTRODUCTION

1.1 Applicability. This procedure is applicable for determining the fugitive volatile organic materials (VOM) emissions from a temporary total enclosure (TTE). It is intended to be used as a segment in the development of liquid/gas or gas/gas protocols for determining VOM capture efficiency (CE) for surface coating and printing operations.

1.2 Principle. The amount of fugitive VOM emissions (F) from the TTE is calculated as the sum of the products of the VOM content ( $C_{Fj}$ ), the flow rate ( $Q_{Fj}$ ), and the sampling time ( $T_F$ ) from each fugitive emissions point.

1.3 Estimated Measurement Uncertainty. The measurement uncertainties are estimated for

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each fugitive emission point as follows:  $Q_{Fj} = \pm 5.5$  percent and  $C_{Fj} = \pm 5.0$  percent. Based on these numbers, the probable uncertainty for F is estimated at about  $\pm 7.4$  percent.

1.4— Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.

1.5— Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.

## 2.— APPARATUS AND REAGENTS

2.1— Gas VOM Concentration. A schematic of the measurement system is shown in Figure 1. The main components are described below:

2.1.1— Sample Probe. Stainless steel, or equivalent. The probe shall be heated to prevent VOM condensation.

2.1.2— Calibration Valve Assembly. Three-way valve assembly at the outlet of sample probe to direct the zero and calibration gases to the analyzer. Other methods, such as quick-connect lines, to route calibration gases to the outlet of the sample probe are acceptable.

2.1.3— Sample Line. Stainless steel or Teflon tubing to transport the sample gas to the analyzer. The sample line must be heated to prevent condensation.

2.1.4— Sample Pump. A leak-free pump, to pull the sample gas through the system at a flow rate sufficient to minimize the response time of the measurement system. The components of the pump that contact the gas stream shall be constructed of stainless steel or Teflon. The sample pump must be heated to prevent condensation.

2.1.5— Sample Flow Rate Control. A sample flow rate control valve and rotameter, or equivalent, to maintain a constant sampling rate within 10 percent. The flow control valve and rotameter must be heated to prevent condensation. A control valve may also be located on the sample pump bypass loop to assist in controlling the sample pressure and flow rate.

2.1.6— Sample Gas Manifold. Capable of diverting a portion of the sample gas stream to the flame ionization analyzer (FIA), and the remainder to the bypass discharge vent. The manifold components shall be constructed of stainless steel or Teflon. If emissions are to be measured at multiple locations, the measurement system shall be designed to use separate sampling probes,

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~~lines, and pumps for each measurement location and a common sample gas manifold and FIA. The sample gas manifold and connecting lines to the FIA must be heated to prevent condensation.~~

~~2.1.7—Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

~~2.1.7.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.2 Calibration Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.1.7.4 Response Time. Less than 30 seconds.~~

~~2.1.8—Integrator/Data Acquisition System. An analog or digital device or computerized data acquisition system used to integrate the FIA response or compute the average response and record measurement data. The minimum data sampling frequency for computing average or integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.1.9—Calibration and Other Gases. Gases used for calibration, fuel, and combustion air (if required) are contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.1.9.1 Fuel. A 40 percent H<sub>2</sub>/60 percent He or 40 percent H<sub>2</sub>/60 percent N<sub>2</sub> gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.1.9.2 Carrier Gas. High purity air with less than 1 ppm of organic material (as propane or carbon equivalent) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.1.9.3 FIA Linearity Calibration Gases. Low, mid, and high range gas mixture standards with nominal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air,~~

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respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.

~~2.1.10 Particulate Filter. An in-stack or an out-of-stack glass fiber filter is recommended if exhaust gas particulate loading is significant. An out-of-stack filter must be heated to prevent any condensation unless it can be demonstrated that no condensation occurs.~~

~~2.2 Fugitive Emissions Volumetric Flow Rate.~~

~~2.2.1 Method 2 or 2A Apparatus. For determining volumetric flow rate.~~

~~2.2.2 Method 3 Apparatus and Reagents. For determining molecular weight of the gas stream. An estimate of the molecular weight of the gas stream may be used if it can be justified.~~

~~2.2.3 Method 4 Apparatus and Reagents. For determining moisture content, if necessary.~~

~~2.3 Temporary Total Enclosure. The criteria for designing a TTE are discussed in Procedure T.~~

~~3. DETERMINATION OF VOLUMETRIC FLOW RATE OF FUGITIVE EMISSIONS~~

~~3.1 Locate all points where emissions are exhausted from the TTE. Using Method 1, determine the sampling points. Be sure to check each site for cyclonic or swirling flow.~~

~~3.2 Measure the velocity at each sampling site at least once every hour during each sampling run using Method 2 or 2A.~~

~~4. DETERMINATION OF VOM CONTENT OF FUGITIVE EMISSIONS~~

~~4.1 Analysis Duration. Measure the VOM responses at each fugitive emission point during the entire test run or, if applicable, while the process is operating. If there are multiple emission locations, design a sampling system to allow a single FIA to be used to determine the VOM responses at all sampling locations.~~

~~4.2 Gas VOM Concentration.~~

~~4.2.1 Assemble the sample train as shown in Figure 1. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.3, respectively.~~

~~4.2.2 Install the sample probe so that the probe is centrally located in the stack, pipe, or duct,~~

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and is sealed tightly at the stack port connection.

~~4.2.3 Inject zero gas at the calibration valve assembly. Allow the measurement system response to reach zero. Measure the system response time as the time required for the system to reach the effluent concentration after the calibration valve has been returned to the effluent sampling position.~~

~~4.2.4 Conduct a system check before and a system drift check after each sampling run according to the procedures in Sections 5.2 and 5.3. If the drift check following a run indicates unacceptable performance, the run is not valid. The tester may elect to perform system drift checks during the run not to exceed one drift check per hour.~~

~~4.2.5 Verify that the sample lines, filter, and pump temperatures are  $120 \pm 5^\circ \text{C}$ .~~

~~4.2.6 Begin sampling at the start of the test period and continue to sample during the entire run. Record the starting and ending times and any required process information as appropriate. If multiple emission locations are sampled using a single FIA, sample at each location for the same amount of time (e.g., 2 minutes) and continue to switch from one location to another for the entire test run. Be sure that total sampling time at each location is the same at the end of the test run. Collect at least 4 separate measurements from each sample point during each hour of testing. Disregard the response measurements at each sampling location until two times the response time of the measurement system has elapsed. Continue sampling for at least 1 minute and record the concentration measurements.~~

~~4.3 Background Concentration.~~

~~4.3.1 Determination of VOM Background Concentration.~~

~~4.3.1.1 Locate all NDO's of the TTE. A sampling point shall be centrally located outside of the TTE at 4 equivalent diameters from each NDO, if possible. If there are more than 6 NDO's, choose 6 sampling points evenly spaced among the NDO's.~~

~~4.3.1.2 Assemble the sample train as shown in Figure 2. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.3.~~

~~4.3.1.3 Position the probe at the sampling location.~~

~~4.3.1.4 Determine the response time, conduct the system check and sample according to the procedures described in Sections 4.2.3 to 4.2.6.~~

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~~4.4 — Alternative Procedure. The direct interface sampling and analysis procedure described in Section 7.2 of Method 18 may be used to determine the gas VOM concentration. The system must be designed to collect and analyze at least one sample every 10 minutes.~~

~~5. — CALIBRATION AND QUALITY ASSURANCE~~

~~5.1 — FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis system and after a major change is made to the system.~~

~~5.2 — Systems Drift Checks. Select the calibration gas concentration that most closely approximates that of the fugitive gas emissions to conduct the drift checks. Introduce the zero and calibration gas at the calibration valve assembly and verify that the appropriate gas flow rate and pressure are present at the FIA. Record the measurement system responses to the zero and calibration gases. The performance of the system is acceptable if the difference between the drift check measurement and the value obtained in Section 5.1 is less than 3 percent of the span value. Conduct a system drift check at the end of each run.~~

~~5.3 — System Check. Inject the high range calibration gas at the inlet of the sampling probe and record the response. The performance of the system is acceptable if the measurement system response is within 5 percent of the value obtained in Section 5.1 for the high range calibration gas. Conduct a system check before each test run.~~

~~5.4 — Analysis Audit. Immediately before each test analyze an audit cylinder as described in Section 5.2. The analysis audit must agree with the audit cylinder concentration within 10 percent.~~

~~6. — NOMENCLATURE~~

~~$A_i$  = area of NDO  $i$ ,  $\text{ft}^2$ ;~~

~~$A_N$  = total area of all NDO's in the enclosure,  $\text{ft}^2$ ;~~

~~$C_{Bi}$  = corrected average VOM concentration of background emissions at point  $i$ ,~~

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- ppm propane;
- $C_B$  = average background concentration, ppm propane;
- $C_{DH}$  = average measured concentration for the drift check calibration gas, ppm propane;
- $C_{D0}$  = average system drift check concentration for zero concentration gas, ppm propane;
- $C_{Fj}$  = corrected average VOM concentration of fugitive emissions at point j, ppm propane;
- $C_H$  = actual concentration of the drift check calibration gas, ppm propane;
- $C_i$  = uncorrected average background VOM concentration measured at point i, ppm propane;
- $C_j$  = uncorrected average VOM concentration measured at point j, ppm propane;
- $G$  = total VOM content of captured emissions, kg;
- $K_1$  =  $1.830 \times 10^{-6}$  kg/(m<sup>3</sup> ppm);
- $n$  = number of measurement points;
- $Q_{Fj}$  = average effluent volumetric flow rate corrected to standard conditions at fugitive emissions point j, m<sup>3</sup>/min;
- $T_F$  = total duration of fugitive emissions sampling run, min.

## 7.—— CALCULATIONS

## 7.1—— Total VOM Fugitive Emissions:

$$F = \sum_{j=1}^n (C_{Fj} - C_B) Q_{Fj} T_F K_1 \quad \text{Eq. 1}$$

## 7.2—— VOM Concentration of the Fugitive Emissions at Point j:

$$C_{Fj} = (C_i - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 2}$$

## 7.3—— Background VOM Concentration at Point i:

$$C_{Bi} = (C_i - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 3}$$

## 7.4—— Average Background Concentration:

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$$C_B = \frac{\sum_{i=1}^n C_{B_i} A_i}{n A_N} \quad \text{Eq. 4}$$

NOTE: If the concentration at each point is within 20 percent of the average concentration of all points, the terms " $A_i$ " and " $A_N$ " may be deleted from Equation 4.

## Procedure L—VOM Input

## 1. INTRODUCTION

1.1—Applicability. This procedure is applicable for determining the input of volatile organic materials (VOM). It is intended to be used as a segment in the development of liquid/gas protocols for determining VOM capture efficiency (CE) for surface coating and printing operations.

1.2—Principle. The amount of VOM introduced to the process (L) is the sum of the products of the weight (W) of each VOM-containing liquid (ink, paint, solvent, etc.) used and its VOM content (V). A sample of each VOM-containing liquid is analyzed with a flame ionization analyzer (FIA) to determine V.

1.3—Estimated Measurement Uncertainty. The measurement uncertainties are estimated for each VOM-containing liquid as follows:  $W = \pm 2.0$  percent and  $V = \pm 12.0$  percent. Based on these numbers, the probable uncertainty for L is estimated at about  $\pm 12.2$  percent for each VOM-containing liquid.

1.4—Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.

1.5—Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.

## 2. APPARATUS AND REAGENTS

## 2.1—Liquid Weight.

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~~2.1.1—Balances/Digital Scales. To weigh drums of VOM containing liquids to within 0.2 lb.~~

~~2.1.2—Volume Measurement Apparatus (Alternative). Volume meters, flow meters, density measurement equipment, etc., as needed to achieve same accuracy as direct weight measurements.~~

~~2.2—VOM Content (Flame Ionization Analyzer Technique). The liquid sample analysis system is shown in Figures 1 and 2. The following equipment is required:~~

~~2.2.1—Sample Collection Can. An appropriately sized metal can to be used to collect VOM containing materials. The can must be constructed in such a way that it can be grounded to the coating container.~~

~~2.2.2—Needle Valves. To control gas flow.~~

~~2.2.3—Regulators. For carrier gas and calibration gas cylinders.~~

~~2.2.4—Tubing. Teflon or stainless steel tubing with diameters and lengths determined by connection requirements of equipment. The tubing between the sample oven outlet and the FIA shall be heated to maintain a temperature of  $120 \pm 5^{\circ}\text{C}$ .~~

~~2.2.5—Atmospheric Vent. A tee and 0 to 0.5 liter/min rotameter placed in the sampling line between the carrier gas cylinder and the VOM sample vessel to release the excess carrier gas. A toggle valve placed between the tee and the rotameter facilitates leak tests of the analysis system.~~

~~2.2.6—Thermometer. Capable of measuring the temperature of the hot water bath to within  $1^{\circ}\text{C}$ .~~

~~2.2.7—Sample Oven. Heated enclosure, containing calibration gas coil heaters, critical orifice, aspirator, and other liquid sample analysis components, capable of maintaining a temperature of  $120 \pm 5^{\circ}\text{C}$ .~~

~~2.2.8—Gas Coil Heaters. Sufficient lengths of stainless steel or Teflon tubing to allow zero and calibration gases to be heated to the sample oven temperature before entering the critical orifice or aspirator.~~

~~2.2.9—Water Bath. Capable of heating and maintaining a sample vessel temperature of  $100 \pm 5^{\circ}\text{C}$ .~~

~~2.2.10—Analytical Balance. To measure  $\pm 0.001\text{ g}$ .~~

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~~2.2.11 Disposable Syringes. 2 cc or 5 cc.~~

~~2.2.12 Sample Vessel. Glass, 40-ml septum vial. A separate vessel is needed for each sample.~~

~~2.2.13 Rubber Stopper. Two hole stopper to accommodate 3.2 mm (1/8 in.) Teflon tubing, appropriately sized to fit the opening of the sample vessel. The rubber stopper should be wrapped in Teflon tape to provide a tighter seal and to prevent any reaction of the sample with the rubber stopper. Alternatively, any leak-free closure fabricated of non-reactive materials and accommodating the necessary tubing fittings may be used.~~

~~2.2.14 Critical Orifices. Calibrated critical orifices capable of providing constant flow rates from 50 to 250 ml/min at known pressure drops. Sapphire orifice assemblies (available from O'Keefe Controls Company) and glass capillary tubing have been found to be adequate for this application.~~

~~2.2.15 Vacuum Gauge. 0 to 760 mm (0 to 30 in) Hg U Tube manometer or vacuum gauge.~~

~~2.2.16 Pressure Gauge. Bourdon gauge capable of measuring the maximum air pressure at the aspirator inlet (e.g., 100 psig).~~

~~2.2.17 Aspirator. A device capable of generating sufficient vacuum at the sample vessel to create critical flow through the calibrated orifice when sufficient air pressure is present at the aspirator inlet. The aspirator must also provide sufficient sample pressure to operate the FIA. The sample is also mixed with the dilution gas within the aspirator.~~

~~2.2.18 Soap Bubble Meter. Of an appropriate size to calibrate the critical orifices in the system.~~

~~2.2.19 Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

~~2.2.19.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.2.19.2 Calibration Drift. Less than  $\pm 3.0$  percent of span value.~~

~~2.2.19.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.2.20 Integrator/Data Acquisition System. An analog or digital device or computerized data~~

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~~acquisition system used to integrate the FIA response or compute the average response and record measurement data. The minimum data sampling frequency for computing average or integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.2.21 Chart Recorder (Optional). A chart recorder or similar device is recommended to provide a continuous analog display of the measurement results during the liquid sample analysis.~~

~~2.2.22 Calibration and Other Gases. For calibration, fuel, and combustion air (if required) contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.2.22.1 Fuel. A 40 percent H<sub>2</sub>/60 percent He or 40 percent H<sub>2</sub>/60 percent N<sub>2</sub> gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.2.22.2 Carrier Gas. High purity air with less than 1 ppm of organic material (as propane) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.2.22.3 FIA Linearity Calibration Gases. Low, mid, and high range gas mixture standards with nominal propane concentration of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.2.22.4 System Calibration Gas. Gas mixture standard containing propane in air, approximating the undiluted VOM concentration expected for the liquid samples.~~

### ~~3. DETERMINATION OF LIQUID INPUT WEIGHT~~

~~3.1 Weight Difference. Determine the amount of material introduced to the process as the weight difference of the feed material before and after each sampling run. In determining the total VOM containing liquid usage, account for: (a) the initial (beginning) VOM containing liquid mixture; (b) any solvent added during the test run; (c) any coating added during the test run; and (d) any residual VOM containing liquid mixture remaining at the end of the sample run.~~

~~3.1.1 Identify all points where VOM containing liquids are introduced to the process. To~~

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~~obtain an accurate measurement of VOM containing liquids, start with an empty fountain (if applicable). After completing the run, drain the liquid in the fountain back into the liquid drum (if possible), and weigh the drum again. Weigh the VOM containing liquid to  $\pm 0.5$  percent of the total weight (full) or  $\pm 0.1$  percent of the total weight of VOM containing liquid used during the sample run, whichever is less. If the residual liquid cannot be returned to the drum, drain the fountain into a preweighed empty drum to determine the final weight of the liquid.~~

~~3.1.2— If it is not possible to measure a single representative mixture, then weigh the various components separately (e.g., if solvent is added during the sampling run, weigh the solvent before it is added to the mixture). If a fresh drum of VOC containing liquid is needed during the run, then weigh both the empty drum and fresh drum.~~

~~3.2— Volume Measurement (Alternative). If direct weight measurements are not feasible, the tester may use volume meters and flow rate meters (and density measurements) to determine the weight of liquids used if it can be demonstrated that the technique produces results equivalent to the direct weight measurements. If a single representative mixture cannot be measured, measure the components separately.~~

#### ~~4.— DETERMINATION OF VOM CONTENT IN INPUT LIQUIDS~~

##### ~~4.1— Collection of Liquid Samples.~~

~~4.1.1— Collect a 100-ml or larger sample of the VOM containing liquid mixture at each application location at the beginning and end of each test run. A separate sample should be taken of each containing liquid added to the application mixture during the test run. If a fresh drum is needed during the sampling run, then obtain a sample from the fresh drum.~~

~~4.1.2— When collecting the sample, ground the sample container to the coating drum. Fill the sampler container as close to the rim as possible to minimize the amount of headspace.~~

~~4.1.3— After the sample is collected, seal the container so the sample cannot leak out or evaporate.~~

~~4.1.4— Label the container to identify clearly the contents.~~

##### ~~4.2— Liquid Sample VOM Content.~~

~~4.2.1— Assemble the liquid VOM content analysis system as shown in Figure 1.~~

~~4.2.2— Permanently identify all of the critical orifices that may be used. Calibrate each critical~~

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~~orifice under the expected operating conditions (i.e., sample vacuum and temperature) against a volume meter as described in Section 5.3.~~

~~4.2.3—Label and tare the sample vessels (including the stoppers and caps) and the syringes.~~

~~4.2.4—Install an empty sample vessel and perform a leak test of the system. Close the carrier gas valve and atmospheric vent and evacuate the sample vessel to 250 mm (10 in) Hg absolute or less using the aspirator. Close the toggle valve at the inlet to the aspirator and observe the vacuum for at least one minute. If there is any change in the sample pressure, release the vacuum, adjust or repair the apparatus as necessary and repeat the leak test.~~

~~4.2.5—Perform the analyzer calibration and linearity checks according to the procedure in Section 5.1. Record the responses to each of the calibration gases and the back-pressure setting of the FIA.~~

~~4.2.6—Establish the appropriate dilution ratio by adjusting the aspirator air supply or substituting critical orifices. Operate the aspirator at a vacuum of at least 25 mm (1 in) Hg greater than the vacuum necessary to achieve critical flow. Select the dilution ratio so that the maximum response of the FIA to the sample does not exceed the high-range calibration gas.~~

~~4.2.7—Perform system calibration checks at two levels by introducing compressed gases at the inlet to the sample vessel while the aspirator and dilution devices are operating. Perform these checks using the carrier gas (zero concentration) and the system calibration gas. If the response to the carrier gas exceeds  $\pm 0.5$  percent of span, clean or repair the apparatus and repeat the check. Adjust the dilution ratio as necessary to achieve the correct response to the upscale check, but do not adjust the analyzer calibration. Record the identification of the orifice, aspirator air supply pressure, FIA back-pressure, and the responses of the FIA to the carrier and system calibration gases.~~

~~4.2.8—After completing the above checks, inject the system calibration gas for approximately 10 minutes. Time the exact duration of the gas injection using a stopwatch. Determine the area under the FIA response curve and calculate the system response factor based on the sample gas flow rate, gas concentration, and the duration of the injection as compared to the integrated response using Equations 2 and 3.~~

~~4.2.9—Verify that the sample oven and sample line temperatures are  $120 \pm 5^{\circ}\text{C}$  and that the water bath temperature is  $100 \pm 5^{\circ}\text{C}$ .~~

~~4.2.10—Fill a tared syringe with approximately 1 g of the VOC containing liquid and weigh it. Transfer the liquid to a tared sample vessel. Plug the sample vessel to minimize sample loss.~~

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~~Weight the sample vessel containing the liquid to determine the amount of sample actually received. Also, as a quality control check, weigh the empty syringe to determine the amount of material delivered. The two coating sample weights should agree within  $\pm 0.02$  g. If not, repeat the procedure until an acceptable sample is obtained.~~

~~4.2.11 Connect the vessel to the analysis system. Adjust the aspirator supply pressure to the correct value. Open the valve on the carrier gas supply to the sample vessel and adjust it to provide a slight excess flow to the atmospheric vent. As soon as the initial response of the FIA begins to decrease, immerse the sample vessel in the water bath. (Applying heat to the sample vessel too soon may cause the FID response to exceed the calibrated range of the instrument, and thus invalidate the analysis.)~~

~~4.2.12 Continuously measure and record the response of the FIA until all of the volatile material has been evaporated from the sample and the instrument response has returned to the baseline (i.e., response less than 0.5 percent of the span value). Observe the aspirator supply pressure, FIA back pressure, atmospheric vent, and other system operating parameters during the run; repeat the analysis procedure if any of these parameters deviate from the values established during the system calibration checks in Section 4.2.7. After each sample perform the drift check described in Section 5.2. If the drift check results are acceptable, calculate the VOC content of the sample using the equations in Section 7. Integrate the area under the FIA response curve, or determine the average concentration response and the duration of sample analysis.~~

## ~~5. CALIBRATION AND QUALITY ASSURANCE~~

~~5.1 FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis system and after a major change is made to the system.~~

~~5.2 Systems Drift Checks. After each sample, repeat the system calibration checks in Section 4.2.7 before any adjustments to the FIA or measurement system are made. If the zero or calibration drift exceeds  $\pm 3$  percent of the span value, discard the result and repeat the analysis.~~

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~~5.3 — Critical Orifice Calibration.~~

~~5.3.1 — Each critical orifice must be calibrated at the specific operating conditions that it will be used. Therefore, assemble all components of the liquid sample analysis system as shown in Figure 3. A stopwatch is also required.~~

~~5.3.2 — Turn on the sample oven, sample line, and water bath heaters and allow the system to reach the proper operating temperature. Adjust the aspirator to a vacuum of 380 mm (15 in.) Hg vacuum. Measure the time required for one soap bubble to move a known distance and record barometric pressure.~~

~~5.3.3 — Repeat the calibration procedure at a vacuum of 406 mm (16 in.) Hg and at 25 mm (1 in.) Hg intervals until three consecutive determinations provide the same flow rate. Calculate the critical flow rate for the orifice in ml/min at standard conditions. Record the vacuum necessary to achieve critical flow.~~

~~6. — NOMENCLATURE~~

<del><math>A_L</math></del>	=	<del>area under the response curve of the liquid sample, area count;</del>
<del><math>A_S</math></del>	=	<del>area under the response curve of the calibration gas, area count;</del>
<del><math>C_S</math></del>	=	<del>actual concentration of system calibration gas, ppm propane;</del>
<del><math>K</math></del>	=	<del><math>1.830 \times 10^{-9}</math> g/(ml-ppm);</del>
<del><math>L</math></del>	=	<del>total VOM content of liquid input, kg;</del>
<del><math>M_L</math></del>	=	<del>mass of liquid sample delivered to the sample vessel, g;</del>
<del><math>q</math></del>	=	<del>flow rate through critical orifice, ml/min;</del>
<del><math>RF</math></del>	=	<del>liquid analysis system response factor, g/area count;</del>
<del><math>T_S</math></del>	=	<del>total gas injection time for system calibration gas during integrator calibration, min;</del>
<del><math>V_{Fj}</math></del>	=	<del>final VOM fraction of VOM containing liquid j;</del>
<del><math>V_{Ij}</math></del>	=	<del>initial VOM fraction of VOM containing liquid j;</del>
<del><math>V_{Aj}</math></del>	=	<del>VOM fraction of VOM containing liquid j added during the run;</del>
<del><math>V</math></del>	=	<del>VOM fraction of liquid sample;</del>
<del><math>W_{Fj}</math></del>	=	<del>weight of VOM containing liquid j remaining at the end of the run, kg;</del>
<del><math>W_{Ij}</math></del>	=	<del>weight of VOM containing liquid j at beginning of the run, kg;</del>
<del><math>W_{Aj}</math></del>	=	<del>weight of VOM containing liquid j added during the run, kg.</del>

~~7. — CALCULATIONS~~

~~7.1 — Total VOM Content of the Input VOM Containing Liquid.~~

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$$L = \sum_{j=1}^n V_{Ej} W_{Ej} = V_{Ej} W_{Ej} + \sum_{j=1}^n V_{Aj} W_{Aj} R \quad \text{Eq. 1}$$

7.2 — Liquid Sample Analysis System Response Factor for Systems Using Integrators, Grams/Area Counts.

$$RF = \frac{C_s - q T_s K}{A_s} \quad \text{Eq. 2}$$

7.3 — VOC Content of the Liquid Sample.

$$V = \frac{A_L RF}{M_L} \quad \text{Eq. 3}$$

Procedure T — Criteria for and Verification of a Permanent or Temporary Total Enclosure

## 1. — INTRODUCTION

1.1 — Applicability. This procedure is used to determine whether a permanent or temporary enclosure meets the criteria of a total enclosure.

1.2 — Principle. An enclosure is evaluated against a set of criteria. If the criteria are met and if all the exhaust gases are ducted to a control device, then the volatile organic materials (VOM) capture efficiency (CE) is assumed to be 100 percent and CE need not be measured. However, if part of the exhaust gas stream is not ducted to a control device, CE must be determined.

## 2. — DEFINITIONS

2.1 — Natural Draft Opening (NDO) — Any permanent opening in the enclosure that remains open during operation of the emission unit and is not connected to a duct in which a fan is installed.

2.2 — Permanent Total Enclosure (PTE) — A permanently installed enclosure that completely surrounds an emission unit such that all VOM emissions are captured and contained for discharge through a control device.

2.3 — Temporary Total Enclosure (TTE) — A temporarily installed enclosure that completely

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~~surrounds an emission unit such that all VOM emissions are captured and contained for discharge through ducts that allow for the accurate measurement of VOM rates.~~

~~3. CRITERIA OF A TEMPORARY TOTAL ENCLOSURE~~

~~3.1 Any NDO shall be at least 4 equivalent opening diameters from each VOM emitting point.~~

~~3.2 Any exhaust point from the enclosure shall be at least 4 equivalent duct or hood diameters from each NDO.~~

~~3.3 The total area of all NDO's shall not exceed 5 percent of the surface area of the enclosure's four walls, floor, and ceiling.~~

~~3.4 The average facial velocity (FV) of air through all NDO's shall be at least 3,600 m/hr (200 fpm). The direction of air through all NDO's shall be into the enclosure.~~

~~3.5 All access doors and windows whose areas are not included in Section 3.3 and are not included in the calculation in Section 3.4 shall be closed during routine operation of the emission unit.~~

~~4. CRITERIA OF A PERMANENT TOTAL ENCLOSURE~~

~~4.1 Same as Sections 3.1 and 3.3-3.5.~~

~~4.2 All VOM emissions must be captured and contained for discharge through a control device.~~

~~5. PROCEDURE~~

~~5.1 Determine the equivalent diameters of the NDO's and determine the distances from each VOM emitting point to all NDO's. Determine the equivalent diameter of each exhaust duct or hood and its distance to all NDO's. Calculate the distances in terms of equivalent diameters. The number of equivalent diameters shall be at least 4.~~

~~5.2 Measure the total area ( $A_t$ ) of the enclosure and the total area ( $A_{Nt}$ ) of all NDO's of the enclosure. Calculate the NDO to enclosure area ratio (NEAR) as follows:~~

$$\text{NEAR} = A_{Nt} / A_t$$

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The NEAR must be  $\leq 0.05$ .

5.3 — Measure the volumetric flow rate, corrected to standard conditions, of each gas stream exiting the enclosure through an exhaust duct or hood using EPA Method 2. In some cases (e.g., when the building is the enclosure), it may be necessary to measure the volumetric flow rate, corrected to standard conditions, of each gas stream entering the enclosure through a forced makeup air duct using Method 2. Calculate the FV using the following equation:

$$FV = [Q_O - Q_I] / A_N$$

where:

$Q_O$  = the sum of the volumetric flow from all gas streams exiting the enclosure through an exhaust duct or hood.

$Q_I$  = the sum of the volumetric flow from all gas streams into the enclosure through a forced makeup air duct; zero, if there is no forced makeup air into the enclosure.

$A_N$  = total area of all NDO's in enclosure.

The FV shall be at least 3,600 m/hr (200 fpm).

5.4 — Verify that the direction of air flow through all NDO's is inward. Use streamers, smoke tubes, tracer gases, etc. Strips of plastic wrapping film have been found to be effective. Monitor the direction of air flow at intervals of at least 10 minutes for at least 1 hour.

## 6. — QUALITY ASSURANCE

6.1 — The success of this protocol lies in designing the TTE to simulate the conditions that exist without the TTE, i.e., the effect of the TTE on the normal flow patterns around the affected emission unit or the amount of fugitive VOM emissions should be minimal. The TTE must enclose the application stations, coating reservoirs, and all areas from the application station to the oven. The oven does not have to be enclosed if it is under negative pressure. The NDO's of the temporary enclosure and a fugitive exhaust fan must be properly sized and placed.

6.2. — Estimate the ventilation rate of the TTE that best simulates the conditions that exist without the TTE, i.e., the effect of the TTE on the normal flow patterns around the affected emission unit or the amount of fugitive VOM emissions should be minimal. Figure 1 may be used as an aid. Measure the concentration ( $C_G$ ) and flow rate ( $Q_G$ ) of the captured gas stream, specify a safe concentration ( $C_F$ ) for the fugitive gas stream, estimate the CE, and then use the plot in Figure 1 to determine the volumetric flowrate of the fugitive gas stream ( $Q_F$ ). A fugitive VOM emission exhaust fan that has a variable flow control is desirable.

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~~6.2.1—Monitor the concentration of VOM into the capture device without the TTE. To minimize the effect of temporal variation on the captured emissions, the baseline measurement should be made over as long a time period as practical. However, the process conditions must be the same for the measurement in Section 6.2.3 as they are for this baseline measurement. This may require short measuring times for this quality control check before and after the construction of the TTE.~~

~~6.2.2—After the TTE is constructed, monitor the VOM concentration inside the TTE. This concentration shall not continue to increase and must not exceed the safe level according to OSHA requirements for permissible exposure limits. An increase in VOM concentration indicates poor TTE design or poor capture efficiency.~~

~~6.2.3—Monitor the concentration of VOM into the capture device with the TTE. To limit the effect of the TTE on the process, the VOM concentration with and without the TTE must be within  $\pm 10$  percent. If the measurements do not agree, adjust the ventilation rate from the TTE until they agree within 10 percent.~~

(Source: Repealed at 30 Ill. Reg. 9684, effective May 15, 2006)

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- 1) Heading of the Part: Organic Material Emission Standards and Limitations for the Metro East Area
- 2) Code Citation: 35 Ill. Adm. Code 219
- 3) 

<u>Section Numbers</u> :	<u>Adopted Action</u> :
219.105	Amend
219.112	Amend
219.204	Amend
219.405	Amend
219.406	Amend
219.407	Amend
219.410	Amend
219.411	Amend
219.601	Repeal
219.602	Repeal
219.603	Repeal
219.790	Repeal
219.792	Amend
219.APPENDIX B	Repeal
- 4) Statutory Authority: Implementing Section 10 and authorized by Sections 27, 28 and 28.5 of the Environmental Protection Act [415 ILCS 5/10, 27, 28 and 28.5]
- 5) Effective Date of Amendments: May 15, 2006
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Do these amendments contain incorporations by reference? Yes, all materials are incorporated by reference pursuant to Section 5-75 of the Illinois Administrative Procedure Act [5 ILCS 100/5-75].
- 8) A copy of the adopted amendments, including any material incorporated by reference, is on file in the Board's Chicago office at the James R. Thompson Center, 100 W. Randolph, Suite 11-500 and is available for public inspection.
- 12) Notice of Proposal Published in Illinois Register: May 27, 2005; 29 Ill. Reg. 7563
- 10) Has JCAR issued a Statement of Objection to these amendments? No

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- 11) Differences between proposal and final version: In response to comments received during the first notice period, the Board clarified portions of the first notice proposal related to using Capture Efficiency (CE) protocols in enforcement cases and establishing emission credits. Specifically, the Board added language to Section 219.105(c)(2)(E) concerning enforcement and added a Board note to that subsection concerning establishing emission credits.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements letter issued by JCAR? Yes
- 13) Will these amendments replace any emergency amendments currently in effect? No
- 14) Are there any amendments pending on this Part? No
- 15) Summary and Purpose of Amendments: A more complete description of this rulemaking can be found in the Board's May 4, 2006 opinion and order in consolidated Board dockets R04-12 and R04-20. This rulemaking, which amended Part 219 of the Board's air pollution control regulations, is part of a larger rulemaking in which the Board also adopted amendments to other air regulations for stationary sources of emissions at 35 Ill. Adm. Code 211, 214, and 218.

The R04-20 amendments (Parts 211, 218, 219) are intended to correct, update, and clarify rules implementing federal Clean Air Act requirements for volatile organic material (VOM) emissions reductions in the Chicago and Metro East ozone areas. The adopted amendments address, among other things, capture efficiency, carbon adsorbers and control device monitoring, screen printers, sealers and topcoats, lithographic printing, natural gas fired afterburners, perchloroethylene dry cleaners, and motor vehicle refinishing. The amendments are intended to be non-substantive and emissions-neutral, and to benefit the regulated community by reducing the burden of, and increasing the flexibility in, demonstrating compliance.

Specifically, the amendments to Part 219, which apply to the Metro East area, add capture efficiency test methods, clarify language related to screen printers and wood furniture coating, and propose corrections and clarifying amendments to the lithographic printing regulations. The amendments repeal certain VOM provisions related to perchloroethylene dry cleaning facilities. While perchloroethylene continues to be regulated as a hazardous air pollutant and under the national emission standards for hazardous air pollutants, the United States Environmental Protection Agency has excluded perchloroethylene from the definition of volatile organic compounds (VOC) due to its negligible photochemical reactivity (see 61 Fed. Reg. 4588, Feb. 7, 1996). The

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Board adopted identical-in-substance amendments in response to that federal action (see R96-16). The amendments to Part 219 are intended to compliment these prior actions.

This rulemaking also repeals certain reporting and recordkeeping requirements for motor vehicle finishing shops as the Illinois Environmental Protection Agency has found that these requirements are not necessary.

16) Information and questions regarding these adopted amendments shall be directed to:

Richard McGill  
Illinois Pollution Control Board  
100 W. Randolph 11-500  
Chicago, IL 60601

312/814-6983

Copies of the Board's opinions and orders may be requested from the Clerk of the Board at the address listed in #8 above or by calling 312/814-3620. Please refer to the docket numbers R04-12 and R04-20 in your request. Board opinions and orders are also available from the Board's Web site ([www.ipcb.state.il.us](http://www.ipcb.state.il.us)).

The full text of the Adopted Amendments begins on the next page:

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TITLE 35: ENVIRONMENTAL PROTECTION  
SUBTITLE B: AIR POLLUTION  
CHAPTER I: POLLUTION CONTROL BOARD  
SUBCHAPTER c: EMISSIONS STANDARDS AND LIMITATIONS  
FOR STATIONARY SOURCES

PART 219  
ORGANIC MATERIAL EMISSION STANDARDS AND LIMITATIONS  
FOR THE METRO EAST AREA

## SUBPART A: GENERAL PROVISIONS

Section	
219.100	Introduction
219.101	Savings Clause
219.102	Abbreviations and Conversion Factors
219.103	Applicability
219.104	Definitions
219.105	Test Methods and Procedures
219.106	Compliance Dates
219.107	Operation of Afterburners
219.108	Exemptions, Variations, and Alternative Means of Control or Compliance Determinations
219.109	Vapor Pressure of Volatile Organic Liquids
219.110	Vapor Pressure of Organic Material or Solvent
219.111	Vapor Pressure of Volatile Organic Material
219.112	Incorporations by Reference
219.113	Monitoring for Negligibly-Reactive Compounds

## SUBPART B: ORGANIC EMISSIONS FROM STORAGE AND LOADING OPERATIONS

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219.119	Applicability for VOL
219.120	Control Requirements for Storage Containers of VOL
219.121	Storage Containers of VPL
219.122	Loading Operations
219.123	Petroleum Liquid Storage Tanks
219.124	External Floating Roofs
219.125	Compliance Dates
219.126	Compliance Plan (Repealed)

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- 219.127 Testing VOL Operations
- 219.128 Monitoring VOL Operations
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## SUBPART C: ORGANIC EMISSIONS FROM MISCELLANEOUS EQUIPMENT

- Section
- 219.141 Separation Operations
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- 219.143 Vapor Blowdown
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## SUBPART E: SOLVENT CLEANING

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- 219.181 Solvent Cleaning in General
- 219.182 Cold Cleaning
- 219.183 Open Top Vapor Degreasing
- 219.184 Conveyorized Degreasing
- 219.185 Compliance Schedule (Repealed)
- 219.186 Test Methods

## SUBPART F: COATING OPERATIONS

- Section
- 219.204 Emission Limitations
- 219.205 Daily-Weighted Average Limitations
- 219.206 Solids Basis Calculation
- 219.207 Alternative Emission Limitations
- 219.208 Exemptions From Emission Limitations
- 219.209 Exemption From General Rule on Use of Organic Material
- 219.210 Compliance Schedule
- 219.211 Recordkeeping and Reporting
- 219.212 Cross-Line Averaging to Establish Compliance for Coating Lines
- 219.213 Recordkeeping and Reporting for Cross-Line Averaging Participating Coating Lines
- 219.214 Changing Compliance Methods
- 219.215 Wood Furniture Coating Averaging Approach
- 219.216 Wood Furniture Coating Add-On Control Use
- 219.217 Wood Furniture Coating Work Practice Standards

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219.302	Alternative Standard
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219.407	Emission Limitations and Control Requirements for Lithographic Printing Lines On and After March 15, 1996
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MANUFACTURING PLANT

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ASPHALT MATERIALS

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219.441	Petroleum Refinery Waste Gas Disposal
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219.443	Wastewater (Oil/Water) Separator
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219.447	Monitoring Program for Leaks
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## SUBPART S: RUBBER AND MISCELLANEOUS PLASTIC PRODUCTS

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	Dryers
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219.581 Bulk Gasoline Plants  
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## Section

219.601 Perchloroethylene Dry Cleaners (Repealed)  
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219.604 Compliance Dates (Repealed)  
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219.620 Applicability  
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## SUBPART FF: BAKERY OVENS

- Section
- 219.720 Applicability (Repealed)
- 219.722 Control Requirements (Repealed)
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- 219.762 Control Requirements
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219.789	Monitoring and Recordkeeping for Control Devices
219.790	General Recordkeeping and Reporting ( <a href="#">Repealed</a> )
219.791	Compliance Date
219.792	Registration
219.875	Applicability of Subpart BB (Renumbered)
219.877	Emissions Limitation at Polystyrene Plants (Renumbered)
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219.883	Special Requirements for Compliance Plan (Repealed)
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219.990	Exempt Emission Units
219.991	Subject Emission Units

219.APPENDIX A	List of Chemicals Defining Synthetic Organic Chemical and Polymer Manufacturing
219.APPENDIX B	VOM Measurement Techniques for Capture Efficiency ( <del>Repealed</del> )
219.APPENDIX C	Reference Methods <del>and</del> Procedures
219.APPENDIX D	Coefficients for the Total Resource Effectiveness Index (TRE) Equation
219.APPENDIX E	List of Affected Marine Terminals
219.APPENDIX G	TRE Index Measurements for SOCFI Reactors and Distillation Units
219.APPENDIX H	Baseline VOM Content Limitations for Subpart F, Section 219.212 Cross-Line Averaging

AUTHORITY: Implementing Section 10 and authorized by Sections 27, 28 and 28.5 of the Environmental Protection Act [415 ILCS 5/10, 27, 28 and 28.5].

SOURCE: Adopted in R91-8 at 15 Ill. Reg. 12491, effective August 16, 1991; amended in R91-24 at 16 Ill. Reg. 13597, effective August 24, 1992; amended in R91-30 at 16 Ill. Reg. 13883, effective August 24, 1992; emergency amendment in R93-12 at 17 Ill. Reg. 8295, effective May 24, 1993, for a maximum of 150 days; amended in R93-9 at 17 Ill. Reg. 16918, effective September 27, 1993 and October 21, 1993; amended in R93-28 at 18 Ill. Reg. 4242, effective March 3, 1994; amended in R94-12 at 18 Ill. Reg. 14987, effective September 21, 1994; amended in R94-15 at 18 Ill. Reg. 16415, effective October 25, 1994; amended in R94-16 at 18 Ill. Reg. 16980, effective November 15, 1994; emergency amendment in R95-10 at 19 Ill. Reg. 3059, effective February 28, 1995, for a maximum of 150 days; amended in R94-21, R94-31 and R94-32 at 19 Ill. Reg. 6958, effective May 9, 1995; amended in R94-33 at 19 Ill. Reg. 7385, effective May 22, 1995; amended in R96-2 at 20 Ill. Reg. 3848, effective February 15, 1996;

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amended in R96-13 at 20 Ill. Reg. 14462, effective October 28, 1996; amended in R97-24 at 21 Ill. Reg. 7721, effective June 9, 1997; amended in R97-31 at 22 Ill. Reg. 3517, effective February 2, 1998; amended in R04-20 at 30 Ill. Reg. 9799, effective May 15, 2006.

~~BOARD NOTE: This Part implements the Illinois Environmental Protection Act as of July 1, 1994.~~

## SUBPART A: GENERAL PROVISIONS

**Section 219.105 Test Methods and Procedures**

- a) **Coatings, Inks and Fountain Solutions**

The following test methods and procedures shall be used to determine compliance of as applied coatings, inks, and fountain solutions with the limitations set forth in this Part.

  - 1) **Sampling:** Samples collected for analyses shall be one-liter taken into a one-liter container at a location and time such that the sample will be representative of the coating as applied (i.e., the sample shall include any dilution solvent or other VOM added during the manufacturing process). The container must be tightly sealed immediately after the sample is taken. Any solvent or other VOM added after the sample is taken must be measured and accounted for in the calculations in subsection (a)(3) of this Section. For multiple package coatings, separate samples of each component shall be obtained. A mixed sample shall not be obtained as it will cure in the container. Sampling procedures shall follow the guidelines presented in:
    - A) ASTM D3925-81 (1985) standard practice for sampling liquid paints and related pigment coating. This practice is incorporated by reference in Section 219.112 of this Part.
    - B) ASTM E300-86 standard practice for sampling industrial chemicals. This practice is incorporated by reference in Section 219.112 of this Part.
  - 2) **Analyses:** The applicable analytical methods specified below shall be used to determine the composition of coatings, inks, or fountain solutions as applied.
    - A) Method 24 of 40 CFR 60, Appendix A, incorporated by reference

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in Section 219.112 of this Part, shall be used to determine the VOM content and density of coatings. If it is demonstrated to the satisfaction of the Agency and the USEPA that plant coating formulation data are equivalent to Method 24 results, formulation data may be used. In the event of any inconsistency between a Method 24 test and a facility's formulation data, the Method 24 test will govern.

- B) Method 24A of 40 CFR Part 60, Appendix A, incorporated by reference in Section 219.112, shall be used to determine the VOM content and density of rotogravure printing inks and related coatings. If it is demonstrated to the satisfaction of the Agency and USEPA that the plant coating formulation data are equivalent to Method 24A results, formulation data may be used. In the event of any inconsistency between a Method 24A test and formulation data, the Method 24A test will govern.
- C) The following ASTM methods are the analytical procedures for determining VOM:
- i) ASTM D1475-85: Standard test method for density of paint, varnish, lacquer and related products. This test method is incorporated by reference in Section 219.112 of this Part.
  - ii) ASTM D2369-87: Standard test method for volatile content of a coating. This test method is incorporated by reference in Section 219.112 of this Part.
  - iii) ASTM D3792-86: Standard test method for water content of water-reducible paints by direct injection into a gas chromatograph. This test method is incorporated by reference in Section 219.112 of this Part.
  - iv) ASTM D4017-81 (1987): Standard test method for water content in paints and paint materials by the Karl Fischer method. This test method is incorporated by reference in Section 219.112 of this Part.
  - v) ASTM D4457-85: Standard test method for determination

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of dichloromethane and 1,1,1, trichloroethane in paints and coatings by direct injection into a gas chromatograph. (The procedure delineated above can be used to develop protocols for any compounds specifically exempted from the definition of VOM.) This test method is incorporated by reference in Section 219.112 of this Part.

- vi) ASTM D2697-86: Standard test method for volume non-volatile matter in clear or pigmented coatings. This test method is incorporated by reference in Section 219.112 of this Part.
  - vii) ASTM D3980-87: Standard practice for interlaboratory testing of paint and related materials. This practice is incorporated by reference in Section 219.112 of this Part.
  - viii) ASTM E180-85: Standard practice for determining the precision of ASTM methods for analysis of and testing of industrial chemicals. This practice is incorporated by reference in Section 219.112 of this Part.
  - ix) ASTM D2372-85: Standard method of separation of vehicle from solvent-reducible paints. This method is incorporated by reference in Section 219.112 of this Part.
- D) Use of an adaptation to any of the analytical methods specified in subsections (a)(2)(A), (B), and (C) of this Section may not be used unless approved by the Agency and USEPA. An owner or operator must submit sufficient documentation for the Agency and USEPA to find that the analytical methods specified in subsections (a)(2)(A), (B), and (C) of this Section will yield inaccurate results and that the proposed adaptation is appropriate.
- 3) Calculations: Calculations for determining the VOM content, water content and the content of any compounds which are specifically exempted from the definition of VOM of coatings, inks and fountain solutions as applied shall follow the guidance provided in the following documents:
- A) "A Guide for Surface Coating Calculation", EPA-340/1-86-016,

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incorporated by reference in Section 219.112 of this Part.

- B) "Procedures for Certifying Quantity of Volatile Organic Compounds Emitted by Paint, Ink and Other Coatings" (revised June 1986), EPA-450/3-84-019, incorporated by reference in Section 219.112 of this Part.
  - C) "A Guide for Graphic Arts Calculations", August 1988, EPA-340/1-88-003, incorporated by reference in Section 219.112 of this Part.
- b) Automobile or Light-Duty Truck Test Protocol
- 1) The protocol for testing, including determining the transfer efficiency, of coating applicators, at primer surfacer operations and topcoat operations at an automobile or light-duty truck assembly source shall follow the procedure in: "Protocol for Determining the Daily Volatile Organic Compound Emission Rate of Automobile and Light-Duty Truck Topcoat Operations" ("topcoat protocol"), December 1988, EPA-450/3-88-018, incorporated by reference in Section 219.112 of this Part.
  - 2) Prior to testing pursuant to the topcoat protocol, the owner or operator of a coating operation subject to the topcoat or primer surfacer limit in Sections 219.204(a)(2) or 219.204(a)(3) shall submit a detailed testing proposal specifying the method by which testing will be conducted and how compliance will be demonstrated consistent with the topcoat protocol. The proposal shall include, at a minimum, a comprehensive plan (including a rationale) for determining the transfer efficiency at each booth through the use of in-plant or pilot testing, the selection of coatings to be tested (for the purpose of determining transfer efficiency) including the rationale for coating groupings, the method for determining the analytic VOM content of as applied coatings and the formulation solvent content of as applied coatings, and a description of the records of coating VOM content as applied and coating's usage which will be kept to demonstrate compliance. Upon approval of the proposal by the Agency and USEPA, the compliance demonstration for a coating line may proceed.
- c) Capture System Efficiency Test Protocols
- 1) Applicability

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The requirements of subsection (c)(2) of this Section shall apply to all VOM emitting process emission units employing capture equipment (e.g., hoods, ducts), except those cases noted below.

- A) If an emission unit is equipped with (or uses) a permanent total enclosure (PTE) that meets Agency and USEPA specifications, and which directs all VOM to a control device, then the emission unit is exempted from the requirements described in subsection (c)(2) of this Section. The Agency and USEPA specifications to determine whether a structure is considered a PTE are given in [Method 204 procedure T of Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part Appendix B of this Part](#). In this instance, the capture efficiency is assumed to be 100 percent and the emission unit is still required to measure control efficiency using appropriate test methods as specified in subsection (d) of this Section.
- B) If an emission unit is equipped with (or uses) a control device designed to collect and recover VOM (e.g., carbon adsorber), an explicit measurement of capture efficiency is not necessary provided that the conditions given below are met. The overall control of the system can be determined by directly comparing the input liquid VOM to the recovered liquid VOM. The general procedure for use in this situation is given in 40 CFR 60.433, incorporated by reference in Section 219.112 of this Part, with the following additional restrictions:
- i) The source owner or operator shall obtain data each operating day for the solvent usage and solvent recovery to permit the determination of the solvent recovery efficiency of the system each operating day using a 7-day rolling period. The recovery efficiency for each operating day is computed as the ratio of the total recovered solvent for that day and the most recent prior 6 operating days to the total solvent usage for the same 7-day period used for the recovered solvent, rather than a 30-day weighted average as given in 40 CFR 60.433 incorporated by reference in Section 219.112 of this Part. This ratio shall be expressed as a percentage. The ratio shall be computed within 72 hours following each 7-day period. A source that believes

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that the 7-day rolling period is not appropriate may use an alternative multi-day rolling period not to exceed 30 days, with the approval of the Agency and USEPA. In addition, the criteria in subsection (c)(1)(B)(ii) or subsection (c)(1)(B)(iii) below must be met.

- ii) The solvent recovery system (i.e., capture and control system) must be dedicated to a single coating line, printing line, or other discrete activity that by itself is subject to an applicable VOM emission standard, or
- iii) If the solvent recovery system controls more than one coating line, printing line or other discrete activity that by itself is subject to an applicable VOM emission standard, the overall control (i.e. the total recovered VOM divided by the sum of liquid VOM input from all lines and other activities venting to the control system) must meet or exceed the most stringent standard applicable to any line or other discrete activity venting to the control system.

2) Capture Efficiency Protocols Specific Requirements

The capture efficiency of an emission unit shall be measured using one of the ~~four~~ protocols given below. Appropriate test methods to be utilized in each of the capture efficiency protocols are described in Appendix M of 40 CFR 51, incorporated by reference in Section 219.112 of this Part.

Any error margin associated with a test method or protocol may not be incorporated into the results of a capture efficiency test. If these techniques are not suitable for a particular process, then an alternative capture efficiency protocol may be used, pursuant to the provisions of Section 219.108(b) of this Part provided that the alternative protocol is approved by the Agency and approved by the USEPA as a SIP revision.

- A) Gas/gas method using temporary total enclosure (TTE). The Agency and USEPA specifications to determine whether a temporary enclosure is considered a TTE are given in Method 204 Procedure T of Appendix M of 40 CFR 51, incorporated by reference in Section 219.112 of this Part Appendix B of this Part. The capture efficiency equation to be used for this protocol is:

$$CE = G_{w\cancel{w}} / (G_{w\cancel{w}} + F_{w\cancel{w}})$$

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where:

CE = capture efficiency, decimal fraction;

$G_{w\text{w}}$  = mass of VOM captured and delivered to control device using a TTE;

$F_{w\text{w}}$  = mass of ~~uncaptured~~~~fugitive~~ VOM that escapes from a TTE.

~~Method 204B or 204C Procedure G.2~~ contained in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part~~Appendix B of this Part~~ is used to obtain  $G_{w\text{w}}$ . ~~Method 204D in Appendix M Procedure F.1 in Appendix B of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part~~~~this Part~~ is used to obtain  $F_{w\text{w}}$ .

- B) Liquid/gas method using TTE. The Agency and USEPA specifications to determine whether a temporary enclosure is considered a TTE are given in Method 204 Procedure F of Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part~~Appendix B of this Part~~. The capture efficiency equation to be used for this protocol is:

$$CE = \frac{(L - F_{w\text{w}})}{L}$$

where:

CE = capture efficiency, decimal fraction;

L = mass of liquid VOM input to process emission unit;

$F_{w\text{w}}$  = mass of ~~uncaptured~~~~fugitive~~ VOM that escapes from a TTE.

~~Method 204A or 204F Procedure L~~ contained in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part~~Appendix B of this Part~~ is used to obtain L. Method

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~~204 Procedure F.1~~ in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part~~Appendix B of this Part~~ is used to obtain  $F_w$ .

- C) Gas/gas method using the building or room (building or room enclosure), in which the affected coating line, printing line or other emission unit is located as the enclosure as described in Method 204 of Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part and in which " $F_B$ " " $F$ " and " $G$ " are measured while operating only the affected line or emission unit. All fans and blowers in the building or room must be operated as they would under normal production. The capture efficiency equation to be used for this protocol is:

$$CE = \frac{G}{(G + F_B)}$$

where:

CE = capture efficiency, decimal fraction;

G = mass of VOM captured and delivered to control device;

$F_B$  = mass of ~~uncaptured fugitive~~ VOM that escapes from building enclosure.

~~Method 204B or 204C Procedure G.2~~ contained in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part~~Appendix B of this Part~~ is used to obtain G. Method 204E Procedure F.2 in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part~~Appendix B of this Part~~ is used to obtain  $F_B$ .

- D) Liquid/gas method using the building or room (building or room enclosure), in which the affected coating line, printing line or other emission unit is located, as the enclosure as determined by Method 204 of Appendix M of 40 CFR 51, incorporated by reference in Section 219.112 of this Part and in which " $F_B$ " " $F$ " and " $L$ " are measured while operating only the affected line emission unit. All fans and blowers in the building or room must be operated as they

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would under normal production. The capture efficiency equation to be used for this protocol is:

$$CE = \frac{(L - F_B)}{L}$$

where:

CE = capture efficiency, decimal fraction;

L = mass of liquid VOM input to process emission unit;

F<sub>B</sub> = mass of ~~uncaptured~~fugitive VOM that escapes from building enclosure.

~~Method 204A or 204F Procedure L contained in Appendix M of 40 CFR Part 51 Appendix B of this Part is used to obtain L. Method 204E Procedure F.2 in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part Appendix B of this Part is used to obtain F<sub>B</sub>.~~

- E) Mass balance using Data Quality Objective (DQO) or Lower Confidence Limit (LCL) protocol. For a liquid/gas input where an owner or operator is using the DQO/LCL protocol and not using an enclosure as described in Method 204 of Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part, the VOM content of the liquid input (L) must be determined using Method 204A or 204F in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part. The VOM content of the captured gas stream (G) to the control device must be determined using Method 204B or 204C in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part. The results of capture efficiency calculations (G/L) must satisfy the DQO or LCL statistical analysis methodology as described in Section 3 of USEPA's "Guidelines for Determining Capture Efficiency," incorporated by reference at Section 219.112 of this Part. Where capture efficiency testing is done to determine emission reductions for the purpose of establishing emission credits for offsets, shutdowns, and trading, the LCL protocol cannot be used for these applications. In enforcement cases, the

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LCL protocol cannot confirm non-compliance; capture efficiency must be determined using a protocol under subsection (c)(2)(A), (B), (C) or (D) of this Section, the DQO protocol of this subsection (c)(2)(E), or an alternative protocol pursuant to Section 219.108(b) of this Part.

BOARD NOTE: Where LCL was used in testing emission units that are the subject of later requests for establishing emission credits for offsets, shutdowns, and trading, prior LCL results may not be relied upon to determine the appropriate amount of credits. Instead, to establish the appropriate amount of credits, additional testing may be required that would satisfy the protocol of Section 219.105(c)(2)(A), (B), (C) or (D), the DQO protocol of Section 219.105(c)(2)(E), or an alternative protocol pursuant to Section 219.108(b) of this Part.

3) Simultaneous testing of multiple lines or emission units with a common control device. If an owner or operator has multiple lines sharing a common control device, the capture efficiency of the lines may be tested simultaneously, subject to the following provisions:

A) Multiple line testing must meet the criteria of Section 4 of USEPA's "Guidelines for Determining Capture Efficiency," incorporated by reference at Section 219.112 of this Part;

B) The most stringent capture efficiency required for any individual line or unit must be met by the aggregate of lines or units; and

C) Testing of all the lines of emission units must be performed with the same capture efficiency test protocol.

4)3) Recordkeeping and Reporting

A) All owners or operators affected by this subsection must maintain a copy of the capture efficiency protocol submitted to the Agency and the USEPA on file. All results of the appropriate test methods and capture efficiency protocols must be reported to the Agency within sixty (60) days of the test date. A copy of the results must be kept on file with the source for a period of three (3) years.

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- B) If any changes are made to capture or control equipment, then the source is required to notify the Agency and the USEPA of these changes and a new test may be required by the Agency or the USEPA.
- C) The source must notify the Agency 30 days prior to performing any capture efficiency or control test. At that time, the source must notify the Agency which capture efficiency protocol and control device test methods will be used. Notification of the actual date and expected time of testing must be submitted a minimum of 5 working days prior to the actual date of the test. The Agency may at its discretion accept notification with shorter advance notice provided that such arrangements do not interfere with the Agency's ability to review the protocol and/or observe testing.
- D) Sources utilizing a PTE must demonstrate that this enclosure meets the requirement given in Method 204 Procedure T (in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part, Appendix B of this Part) for a PTE during any testing of their control device.
- E) Sources utilizing a TTE must demonstrate that their TTE meets the requirements given in Method 204 procedure T (in Appendix M or 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part, Appendix B of this Part) for a TTE during any testing of their control device. The source must also provide documentation that the quality assurance criteria for a TTE have been achieved.
- F) Any source utilizing the DQO or LCL protocol must submit the following information to the Agency with each test report:
- i) A copy of all test methods, Quality Assurance/Quality Control procedures, and calibration procedures to be used from those described in Appendix M of 40 CFR Part 51, incorporated by reference in Section 219.112 of this Part;
  - ii) A table with information on each sample taken, including the sample identification and the VOM content of the sample;

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- iii) The quantity of material used for each test run;
- iv) The quantity of captured VOM for each test run;
- v) The capture efficiency calculations and results for each test run;
- vi) The DQO and/or LCL calculations and results; and
- vii) The Quality Assurance/Quality Control results, including how often the instruments were calibrated, the calibration results, and the calibration gases used.

## d) Control Device Efficiency Testing and Monitoring

- 1) The control device efficiency shall be determined by simultaneously measuring the inlet and outlet gas phase VOM concentrations and gas volumetric flow rates in accordance with the gas phase test methods specified in subsection (f) of this Section.
- 2) An owner or operator:
  - A) That uses an afterburner or carbon adsorber to comply with any Section of Part 219 shall use Agency and USEPA approved continuous monitoring equipment which is installed, calibrated, maintained, and operated according to vendor specifications at all times the ~~control device~~ afterburner or carbon adsorber is in use except as provided in subsection (d)(3) of this Section. The continuous monitoring equipment must monitor the following parameters:
    - i) For each afterburner which does not have a catalyst bed, the combustion chamber temperature of each afterburner.
    - ii) For each afterburner which has a catalyst bed, commonly known as a catalytic afterburner, the temperature rise across each catalytic afterburner bed or VOM concentration of exhaust.
    - iii) For each carbon adsorber, the VOM concentration of each

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carbon adsorption bed exhaust or the exhaust of the bed next in sequence to be desorbed.

B) Must install, calibrate, operate and maintain, in accordance with manufacturer's specifications, a continuous recorder on the temperature monitoring device, such as a strip chart, recorder or computer, having an accuracy of  $\pm 1$  percent of the temperature measured, expressed in degrees Celsius or  $\pm 0.5^{\circ}$  C, whichever is greater.

C)B) Of an automobile or light-duty truck primer surfacer operation or topcoat operation subject to subsection (d)(2)(A) above, shall keep a separate record of the following data for the control devices, unless alternative provisions are set forth in a permit pursuant to Title V of the Clean Air Act:

- i) For thermal afterburners for which combustion chamber temperature is monitored, all 3-hour periods of operation in which the average combustion temperature was more than  $28^{\circ}$  C ( $50^{\circ}$  F) below the average combustion temperature measured during the most recent performance test that demonstrated that the operation was in compliance.
- ii) For catalytic afterburners for which temperature rise is monitored, all 3-hour periods of operation in which the average gas temperature before the catalyst bed is more than  $28^{\circ}$  C ( $50^{\circ}$  F) below the average gas temperature immediately before the catalyst bed measured during the most recent performance test that demonstrated that the operation was in compliance.
- iii) For catalytic afterburners and carbon adsorbers for which VOM concentration is monitored, all 3-hour periods of operation during which the average VOM concentration or the reading of organics in the exhaust gases is more than 20 percent greater than the average exhaust gas concentration or reading measured by the organic monitoring device during the most recent determination of the recovery efficiency of a carbon adsorber or performance test for a catalytic afterburner, which determination or test that

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demonstrated that the operation was in compliance.

- 3) An owner or operator that uses a carbon adsorber to comply with Section 219.401 of this Part may operate the adsorber during periods of monitoring equipment malfunction, provided that:
  - A) The owner or operator notifies in writing the Agency and USEPA, within 10 days after the conclusion of any 72 hour period during which the adsorber is operated and the associated monitoring equipment is not operational, of such monitoring equipment failure and provides the duration of the malfunction, a description of the repairs made to the equipment, and the total to date of all hours in the calendar year during which the adsorber was operated and the associated monitoring equipment was not operational;
  - B) During such period of malfunction the adsorber is operated using timed sequences as the basis for periodic regeneration of the adsorber;
  - C) The period of such adsorber operation does not exceed 360 hours in any calendar year without the approval of the Agency and USEPA; and
  - D) The total of all hours in the calendar year during which the adsorber was operated and the associated monitoring equipment was not operational shall be reported, in writing, to the Agency and USEPA by January 31<sup>st</sup> of the following calendar year.
- e) Overall Efficiency
  - 1) The overall efficiency of the emission control system shall be determined as the product of the capture system efficiency and the control device efficiency or by the liquid/liquid test protocol as specified in 40 CFR 60.433, incorporated by reference in Section 219.112 of this Part, (and revised by subsection (c)(1)(B) of this Section) for each solvent recovery system. In those cases in which the overall efficiency is being determined for an entire line, the capture efficiency used to calculate the product of the capture and control efficiency is the total capture efficiency over the entire line.

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- 2) For coating lines which are both chosen by the owner or operator to comply with Section 219.207(a), (d), (e), (f), or (g) of this Part by the alternative in Section 219.207(b)(2) of this Part and meet the criteria allowing them to comply with Section 219.207 instead of Section 219.204 of this Part, the overall efficiency of the capture system and control device, as determined by the test methods and procedures specified in subsections (c), (d) and (e)(1) of this Section, shall be no less than the equivalent overall efficiency which shall be calculated by the following equation:

$$E = ([VOM_a - VOM_1] / VOM_a) \times 100$$

where:

E = Equivalent overall efficiency of the capture system and control device as a percentage;

VOM<sub>a</sub> = Actual VOM content of a coating, or the daily-weighted average VOM content of two or more coatings (if more than one coating is used), as applied to the subject coating line as determined by the applicable test methods and procedures specified in subsection (a)(4)(i) of this Part in units of kg VOM/l (lb VOM/gal) of coating solids as applied.

VOM<sub>1</sub> = The VOM emission limit specified in Sections 219.204 or 219.205 of this Part in units of kg VOM/l (lb VOM/gal) of coating solids as applied.

- f) Volatile Organic Material Gas Phase Source Test Methods  
The methods in 40 CFR Part 60, Appendix A, incorporated by reference in Section 219.112 of this Part delineated below shall be used to determine control device efficiencies.
- 1) 40 CFR Part 60, Appendix A, Method 18, 25 or 25A, incorporated by reference in Section 219.112 of this Part as appropriate to the conditions at the site, shall be used to determine VOM concentration. Method selection shall be based on consideration of the diversity of organic species present and their total concentration and on consideration of the potential presence of interfering gases. Except as indicated in subsections (f)(1)(A) and (B)

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below, the test shall consist of three separate runs, each lasting a minimum of 60 min, unless the Agency and the USEPA determine that process variables dictate shorter sampling times.

- A) When the method is to be used to determine the efficiency of a carbon adsorption system with a common exhaust stack for all the individual adsorber vessels, the test shall consist of three separate runs, each coinciding with one or more complete sequences through the adsorption cycles of all the individual adsorber vessels.
  - B) When the method is to be used to determine the efficiency of a carbon adsorption system with individual exhaust stacks for each adsorber vessel, each adsorber vessel shall be tested individually. The test for each adsorber vessel shall consist of three separate runs. Each run shall coincide with one or more complete adsorption cycles.
- 2) 40 CFR Part 60, Appendix A, Method 1 or 1A, incorporated by reference in Section 219.112 of this Part, shall be used for sample and velocity traverses.
  - 3) 40 CFR Part 60, Appendix A, Method 2, 2A, 2C or 2D, incorporated by reference in Section 219.112 of this Part, shall be used for velocity and volumetric flow rates.
  - 4) 40 CFR Part 60, Appendix A, Method 3, incorporated by reference in Section 219.112 of this Part, shall be used for gas analysis.
  - 5) 40 CFR Part 60, Appendix A, Method 4, incorporated by reference in Section 219.112 of this Part, shall be used for stack gas moisture.
  - 6) 40 CFR Part 60, Appendix A, Methods 2, 2A, 2C, 2D, 3 and 4, incorporated by reference in Section 219.112 of this Part, shall be performed, as applicable, at least twice during each test run.
  - 7) Use of an adaptation to any of the test methods specified in subsections (f)(1), (2), (3), (4), (5) and (6) of this Section may not be used unless approved by the Agency and the USEPA on a case by case basis. An owner or operator must submit sufficient documentation for the Agency and the USEPA to find that the test methods specified in subsections

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(f)(1), (2), (3), (4), (5) and (6) of this Section will yield inaccurate results and that the proposed adaptation is appropriate.

- g) Leak Detection Methods for Volatile Organic Material  
Owners or operators required by this Part to carry out a leak detection monitoring program shall comply with the following requirements:
- 1) Leak Detection Monitoring
    - A) Monitoring shall comply with 40 CFR 60, Appendix A, Method 21, incorporated by reference in Section 219.112 of this Part.
    - B) The detection instrument shall meet the performance criteria of Method 21.
    - C) The instrument shall be calibrated before use on each day of its use by the methods specified in Method 21.
    - D) Calibration gases shall be:
      - i) Zero air (less than 10 ppm of hydrocarbon in air); and
      - ii) A mixture of methane or n-hexane and air at a concentration of approximately, but no less than, 10,000 ppm methane or n-hexane.
    - E) The instrument probe shall be traversed around all potential leak interfaces as close to the interface as possible as described in Method 21.
  - 2) When equipment is tested for compliance with no detectable emissions as required, the test shall comply with the following requirements:
    - A) The requirements of subsections (g)(1)(A) through (g)(1)(E) of this Section above shall apply.
    - B) The background level shall be determined as set forth in Method 21.
  - 3) Leak detection tests shall be performed consistent with:

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- A) "APTI Course SI 417 controlling Volatile Organic Compound Emissions from Leaking Process Equipment", EPA-450/2-82-015, incorporated by reference in Section 219.112 of this Part.
  - B) "Portable Instrument User's Manual for Monitoring VOM Sources", EPA-340/1-86-015, incorporated by reference in Section 219.112 of this Part.
  - C) "Protocols for Generating Unit-Specific Emission Estimates for Equipment Leaks of VOM and VHAP", EPA-450/3-88-010, incorporated by reference in Section 219.112 of this Part.
  - D) "Petroleum Refinery Enforcement Manual", EPA-340/1-80-008, incorporated by reference in Section 219.112 of this Part.
- h) Bulk Gasoline Delivery System Test Protocol
- 1) The method for determining the emissions of gasoline from a vapor recovery system are delineated in 40 CFR 60, Subpart XX, Section 60.503, incorporated by reference in Section 219.112 of this Part.
  - 2) Other tests shall be performed consistent with:
    - A) "Inspection Manual for Control of Volatile Organic Emissions from Gasoline Marketing Operations: Appendix D", EPA-340/1-80-012, incorporated by reference in Section 219.112 of this Part.
    - B) "Control of Hydrocarbons from Tank Truck Gasoline Loading Terminals: Appendix A", EPA-450/2-77-026, incorporated by reference in Section 219.112 of this Part.
- i) Notwithstanding other requirements of this Part, upon request of the Agency where it is necessary to demonstrate compliance, an owner or operator of an emission unit which is subject to this Part shall, at his own expense, conduct tests in accordance with the applicable test methods and procedures specific in this Part. Nothing in this Section shall limit the authority of the USEPA pursuant to the Clean Air Act, as amended, to require testing.
- j) Stage II Gasoline Vapor Recovery Test Methods

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The methods for determining the acceptable performance of Stage II Gasoline Vapor Recovery System are delineated in "Technical Guidance-Stage II Vapor Recovery Systems for Control of Vehicle Refueling Emissions at Gasoline Dispensing Facilities," found at EPA 450/3-91-022b and incorporated by reference in Section 219.112 of this Part. Specifically, the test methods are as follows:

- 1) Dynamic Backpressure Test is a test procedure used to determine the pressure drop (flow resistance) through balance vapor collection and control systems (including nozzles, vapor hoses, swivels, dispenser piping and underground piping) at prescribed flow rates.
- 2) Pressure Decay/Leak Test is a test procedure used to quantify the vapor tightness of a vapor collection and control system installed at gasoline dispensing facilities.
- 3) Liquid Blockage Test is a test procedure used to detect low points in any vapor collection and control system where condensate may accumulate.

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

**Section 219.112 Incorporations by Reference**

The following materials are incorporated by reference and do not contain any subsequent additions or amendments:

- a) American Society for Testing and Materials, [100 Barr Harbor Drive, West Conshohocken, PA 19428-9555](http://www.astm.org)~~1916 Race Street, Philadelphia, PA 19103~~
  - 1) ASTM D2879-86
  - 2) ASTM D323-82
  - 3) ASTM D86-82
  - 4) ASTM D369-69 (1971)
  - 5) ASTM D396-69
  - 6) ASTM D2880-71

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- 7) ASTM D975-68
  - 8) ASTM D3925-81 (1985)
  - 9) ASTM E300-86
  - 10) ASTM D1475-85
  - 11) ASTM D2369-87
  - 12) ASTM D3792-86
  - 13) ASTM D4017-81 (1987)
  - 14) ASTM D4457-85
  - 15) ASTM D2697-86
  - 16) ASTM D3980-87
  - 17) ASTM E180-85
  - 18) ASTM D2372-85
  - 19) ASTM D97-66
  - 20) ASTM E168-87 (1977)
  - 21) ASTM E169-87
  - 22) ASTM E260-91
  - 23) ASTM D2504-83
  - 24) ASTM D2382-83
  - 25) ASTM D323-82 (approved 1982)
- b) Standard Industrial Classification Manual, published by Executive Office of the

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President, Office of Management and Budget, Washington, D.C., 1987.

- c) American Petroleum Institute Bulletin 2517, "Evaporation Loss From Floating Roof Tanks", Second ed., February, 1980.
- d) 40 CFR Part 60 (July 1, 1991).
- e) 40 CFR Part 61 (July 1, 1991).
- f) 40 CFR Part 50 (July 1, 1991).
- g) 40 CFR Part 51 (July 1, 1991) [and 40 CFR Part 51, Appendix M, Methods 204-204F \(July 1, 1999\)](#).
- h) 40 CFR Part 52 (July 1, 1991).
- i) 40 CFR Part 80 (July 1, 1991) and 40 CFR Part 80 Appendixes D, E, and F (July 1, 1993).
- j) "A Guide for Surface Coating Calculation", [July 1986](#), United States Environmental Protection Agency, Washington, D.C., EPA-340/1-86-016.
- k) "Procedures for Certifying Quantity of Volatile Organic Compounds Emitted by Paint, Ink and Other Coating", (revised June 1986), United States Environmental Protection Agency, Washington D.C., EPA-450/3-84-019.
- l) "A Guide for Graphic Arts Calculations", August 1988, United States Environmental Protection Agency, Washington D.C., EPA-340/1-88-003.
- m) "Protocol for Determining the Daily Volatile Organic Compound Emission Rate of Automobile and Light-Duty Truck Topcoat Operations", December 1988, United States Environmental Protection Agency, Washington D.C., EPA-450/3-88-018.
- n) "Control of Volatile Organic Emissions from Manufacturing of Synthesized Pharmaceutical Products", [December 1978](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/2-78-029.
- o) "Control of Volatile Organic Compound Leaks from Gasoline Tank Trucks and Vapor Collection Systems", [December 1978](#), Appendix B, United States

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Environmental Protection Agency, Washington, D.C., EPA-450/2-78-051.

- p) "Control of Volatile Organic Compound ~~Emission~~emissions from Large Petroleum Dry Cleaners", [September 1982](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/3-82-009.
- q) "APTI Course SI417 Controlling Volatile Organic Compound Emissions from Leaking Process Equipment", [1982](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/2-82-015.
- r) "Portable Instrument User's Manual for Monitoring VOM Sources", [June 1986](#), United States Environmental Protection Agency, Washington, D.C., EPA-340/1-86-015.
- s) "Protocols for Generating Unit-Specific Emission Estimates for Equipment Leaks of VOM and VHAP", [October 1988](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/3-88-010.
- t) "Petroleum Refinery Enforcement Manual", [March 1980](#), United States Environmental Protection Agency, Washington, D.C., EPA-340/1-80-008.
- u) "Inspection Manual for Control of Volatile Organic Emissions from Gasoline Marketing Operations: Appendix D", [1980](#), United States Environmental Protection Agency, Washington, D.C., EPA-340/1-80-012.
- v) "Control of Hydrocarbons from Tank Truck Gasoline Loading Terminals: Appendix A", [December 1977](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/2-77-026.
- w) "Technical Guidance-Stage II Vapor Recovery Systems for Control of Vehicle Refueling Emissions at Gasoline Dispensing Facilities", [November 1991](#), United States Environmental Protection Agency, Washington, D.C., EPA-450/3-91-022b.
- x) California Air Resources Board, Compliance Division. Compliance Assistance Program: Gasoline Marketing and Distribution: Gasoline Facilities Phase I & II (October 1988, rev. November 1993) (CARB Manual).
- y) ["Guidelines for Determining Capture Efficiency," January 1995, Office of Air Quality Planning and Standards, United States Environmental Protection Agency, Research Triangle Park, NC.](#)

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- z) [Memorandum "Revised Capture Efficiency Guidance for Control of Volatile Organic Compound Emissions," February 1995, John S. Seitz, Director, Office of Air Quality Planning and Standards, United States Environmental Protection Agency.](#)

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

## SUBPART F: COATING OPERATIONS

**Section 219.204 Emission Limitations**

Except as provided in Sections 219.205, 219.207, 219.208, 219.212, 219.215 and 219.216 of this Subpart, no owner or operator of a coating line shall apply at any time any coating in which the VOM content exceeds the following emission limitations for the specified coating. Except as provided in Section 219.204(l), compliance with the emission limitations marked with an asterisk in this Section is required on and after March 15, 1996, and compliance with emission limitations not marked with an asterisk is required until March 15, 1996. The following emission limitations are expressed in units of VOM per volume of coating (minus water and any compounds which are specifically exempted from the definition of VOM) as applied at each coating applicator, except where noted. Compounds which are specifically exempted from the definition of VOM should be treated as water for the purpose of calculating the "less water" part of the coating composition. Compliance with this Subpart must be demonstrated through the applicable coating analysis test methods and procedures specified in Section 219.105(a) of this Part and the recordkeeping and reporting requirements specified in Section 219.211(c) of this Subpart except where noted. (Note: The equation presented in Section 219.206 of this Part shall be used to calculate emission limitations for determining compliance by add-on controls, credits for transfer efficiency, emissions trades and cross-line averaging.) The emission limitations are as follows:

a)	Automobile or Light-Duty Truck Coating	kg/l	lb/gal
1)	Prime coat	0.14 0.14*	(1.2) (1.2)*
2)	Primer surface coat	1.81 1.81*	(15.1) (15.1)*

(Note: The primer surface coat limitation is in units of kg (lbs) of VOM per 1 (gal) of coating solids deposited. Compliance with the limitation shall be based on the daily-weighted average from an entire primer surface operation.

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Compliance shall be demonstrated in accordance with the topcoat protocol referenced in Section 219.105(b) and the recordkeeping and reporting requirements specified in Section 219.211(f). Testing to demonstrate compliance shall be performed in accordance with the topcoat protocol and a detailed testing proposal approved by the Agency and USEPA specifying the method of demonstrating compliance with the protocol. Section 219.205 does not apply to the primer surface limitation.)

3)	Topcoat	kg/l	lb/gal
		1.81	(15.1)
		1.81*	(15.1)*

(Note: The topcoat limitation is in units of kg (lbs) of VOM per 1 (gal) of coating solids deposited. Compliance with the limitation shall be based on the daily-weighted average from an entire topcoat operation. Compliance shall be demonstrated in accordance with the topcoat protocol referenced in Section 219.105(b) of this Part and the recordkeeping and reporting requirements specified in Section 219.211(f). Testing to demonstrate compliance shall be performed in accordance with the topcoat protocol and a detailed testing proposal approved by the Agency and USEPA specifying the method of demonstrating compliance with the protocol. Section 219.205 of this Part does not apply to the topcoat limitation.)

4)	Final repair coat	kg/l	lb/gal
		0.58	(4.8)
		0.58*	(4.8)*

b)	Can Coating	kg/l	lb/gal
1)	Sheet basecoat and overvarnish		
	A) Sheet basecoat	0.34	(2.8)
		0.26*	(2.2)*
	B) Overvarnish	0.34	(2.8)
		0.34*	(2.8)*
2)	Exterior basecoat and overvarnish	0.34	(2.8)
		0.25*	(2.1)*
3)	Interior body spray coat		

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A)	Two piece	0.51	(4.2)		
		0.44*	(3.7)*		
B)	Three piece	0.51	(4.2)		
		0.51*	(4.2)*		
4)	Exterior end coat	0.51	(4.2)		
		0.51*	(4.2)*		
5)	Side seam spray coat	0.66	(5.5)		
		0.66*	(5.5)*		
6)	End sealing compound coat	0.44	(3.7)		
		0.44*	(3.7)*		
c)	Paper Coating	kg/l	lb/gal		
		0.35	(2.9)		
		0.28*	(2.3)*		
<p>(Note: The paper coating limitation shall not apply to any owner or operator of any paper coating line on which <u>flexographic or rotogravure</u> printing is performed if the paper coating line complies with the emissions limitations in <u>Subpart H: Printing and Publishing</u>, Section 219.401 of this Part. <u>In addition, screen printing on paper is not regulated as paper coating, but is regulated under Subpart TT of this Part.</u>)</p>					
d)	Coil Coating	kg/l	lb/gal		
		0.31	(2.6)		
		0.20*	(1.7)*		
e)	Fabric Coating	0.35	(2.9)		
		0.28*	(2.3)*		
f)	Vinyl Coating	0.45	(3.8)		
		0.28*	(2.3)*		
g)	Metal Furniture Coating				
		1)	Air <u>Dried</u> <del>dried</del>	0.36	(3.0)
				0.34*	(2.8)*
2)	Baked	0.36	(3.0)		

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		0.28*	(2.3)*
h)	Large Appliance Coating		
	1) Air dried	0.34	(2.8)
		0.34*	(2.8)*
	2) Baked	0.34	(2.8)
		0.28*	(2.3)*
 (Note: The limitation shall not apply to the use of quick-drying lacquers for repair of scratches and nicks that occur during assembly, provided that the volume of coating does not exceed 0.95 l (1 quart) in any one rolling eight-hour period.)			
i)	Magnet Wire Coating	kg/l	lb/gal
		0.20	(1.7)
		0.20*	(1.7)*
j)	Miscellaneous Metal Parts and Products Coating		
	1) Clear coating	0.52	(4.3)
		0.52*	(4.3)*
	2) Extreme performance coating		
	A) Air dried	0.42	(3.5)
		0.42*	(3.5)*
	B) Baked	0.42	(3.5)
		0.40*	(3.3)*
	3) Steel pail and drum interior coating	0.52	(4.3)*
		0.52*	(4.3)*
	4) All other coatings		
	A) Air Dried	0.42	(3.5)
		0.40*	(3.3)*
	B) Baked	0.36	(3.0)
		0.34*	(2.8)*
	5) Metallic Coating		

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A)	Air Dried	0.42	(3.5)
		0.42*	(3.5)*
B)	Baked	0.36	(3.0)
		0.36	(3.0)*
6)	For purposes of subsection 219.204(j)(5) of this Section, "metallic coating" means a coating which contains more than ¼ lb/gal of metal particles, as applied.		
k)	Heavy Off-Highway Vehicle Products Coating	kg/l	lb/gal
1)	Extreme performance prime coat	0.42	(3.5)
		0.42*	(3.5)*
2)	Extreme performance topcoat (air dried)	0.42	(3.5)
		0.42*	(3.5)*
3)	Final repair coat (air dried)	0.42	(3.5)
		0.42*	(3.5)*
4)	All other coatings are subject to the emission limitations for miscellaneous metal parts and products coatings in subsection (j) above.		
l)	Wood Furniture Coating		
1)	Limitations before March 15, 1998:	kg/l	lb/gal
A)	Clear topcoat	0.67	(5.6)
B)	Opaque stain	0.56	(4.7)
C)	Pigmented coat	0.60	(5.0)
D)	Repair coat	0.67	(5.6)
E)	Sealer	0.67	(5.6)
F)	Semi-transparent stain	0.79	(6.6)
G)	Wash coat	0.73	(6.1)

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(Note: Prior to March 15, 1998, an owner or operator of a wood furniture coating operation subject to this Section shall apply all coatings, with the exception of no more than 37.8 l (10 gal) of coating per day used for touch-up and repair operations, using one or more of the following application systems: airless spray application system, air-assisted airless spray application system, electrostatic spray application system, electrostatic bell or disc spray application system, heated airless spray application system, roller coating, brush or wipe coating application system, dip coating application system or high volume low pressure (HVLP) application system.)

- 2) On and after March 15, 1998, wood furniture sealers and topcoats must comply with one of the limitations specified in subsections (e)(2)(A) through (E), below:

	kg VOM/kg solids	lb VOM/lb solids
A) Topcoat	0.8	(0.8)
B) Sealers and topcoats with the following limits:		
i) <u>Sealer other than Non</u> -acid-cured alkyd amino vinyl sealer	1.9	(1.9)
ii) <u>Topcoat other than Non</u> -acid-cured alkyd amino conversion varnish <u>topcoat</u>	1.8	(1.8)
iii) Acid-cured alkyd amino vinyl sealer	2.3	(2.3)
iv) Acid-cured alkyd amino conversion varnish <u>topcoat</u>	2.0	(2.0)
C) Meet the provisions of Section 219.215 of this Subpart for use of an averaging approach;		
D) Achieve a reduction in emissions equivalent to the requirements of Section 219.204(1)(2)(A) or (B) of this Subpart, as calculated using Section 219.216 of this Subpart; or		

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E) Use a combination of the methods specified in Section 219.204(l)(2)(A) through (D) of this Subpart.

3) Other wood furniture coating limitations on and after March 15, 1998:

	kg/l	lb/gal
A) Opaque stain	0.56	(4.7)
B) Non-topcoat pigmented coat	0.60	(5.0)
C) Repair coat	0.67	(5.6)
D) Semi-transparent stain	0.79	(6.6)
E) Wash coat	0.73	(6.1)

4) Other wood furniture coating requirements on and after March 15, 1998:

A) No source subject to the limitations of subsection (l)(2) or (3) of this Section and utilizing one or more wood furniture coating spray booths shall use strippable spray booth coatings containing more than 0.8 kg VOM/kg solids (0.8 lb VOM/lb solids), as applied.

B) Any source subject to the limitations of subsection (l)(2) or (3) of this Section shall comply with the requirements of Section 219.217 of this Subpart.

C) Any source subject to the limitations of subsection (el)(2)(A) or (B) of this Section and utilizing one or more continuous coaters, shall for each continuous coater, use an initial coating which complies with the limitations of subsection (l)(2)(A) or (B) of this Section. The viscosity of the coating in each reservoir shall always be greater than or equal to the viscosity of the initial coating in the reservoir. The owner or operator shall:

i) Monitor the viscosity of the coating in the reservoir with a viscosity meter or by testing the viscosity of the initial coating and retesting the coating in the reservoir each time solvent is added;

ii) Collect and record the reservoir viscosity and the amount and

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weight of VOM per weight of solids of coating and solvent each time coating or solvent is added; and

iii) Maintain these records at the source for a period of three years.

m)	Plastic Parts Coating: Automotive/Transportation	kg/l	lb/gal
1)	Interiors		
	A) Baked		
	i) Color coat	0.49*	(4.1)*
	ii) Primer	0.46*	(3.8)*
	B) Air dried		
	i) Color coat	0.38*	(3.2)*
	ii) Primer	0.42*	(3.5)*
2)	Exteriors (flexible and non-flexible)		
	A) Baked		
	i) Primer	0.60*	(5.0)*
	ii) Primer non-flexible	0.54*	(4.5)*
	iii) Clear coat	0.52*	(4.3)*
	iv) Color coat	0.55*	(4.6)*
	B) Air Dried		
	i) Primer	0.66*	(5.5)*
	ii) Clear coat	0.54*	(4.5)*
	iii) Color coat (red & black)	0.67*	(5.6)*
	iv) Color coat (others)	0.61*	(5.1)*
3)	Specialty		

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	A)	Vacuum metallizing basecoats, texture basecoats	0.66*	(5.5)*
	B)	Black coatings, reflective argent coatings, air bag cover coatings, and soft coatings	0.71*	(5.9)*
	C)	Gloss reducers, vacuum metallizing topcoats, and texture topcoats	0.77*	(6.4)*
	D)	Stencil coatings, adhesion primers, ink pad coatings, electrostatic prep coatings, and resist coatings	0.82*	(6.8)*
	E)	Head lamp lens coatings	0.89*	(7.4)*
n)		Plastic Parts Coating: Business Machine	kg/l	lb/gal
	1)	Primer	0.14*	(1.2)*
	2)	Color coat (non-texture coat)	0.28*	(2.3)*
	3)	Color coat (texture coat)	0.28*	(2.3)*
	4)	Electromagnetic interference/radio frequency interference (EMI/RFI) shielding coatings	0.48*	(4.0)*
	5)	Specialty Coatings		
	A)	Soft coat	0.52*	(4.3)*
	B)	Plating resist	0.71*	(5.9)*
	C)	Plating sensitizer	0.85*	(7.1)*

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

## SUBPART H: PRINTING AND PUBLISHING

**Section 219.405 Lithographic Printing: Applicability**

- a) Until March 15, 1996, the limitations of Section 219.406 of this Subpart apply to

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all heatset web offset lithographic printing lines (including solvents used for cleanup operations associated with the heatset web offset lithographic printing line(s)) at a source subject to the requirements of this Subpart. All sources with heatset web offset lithographic printing lines are sources subject to the requirements of this Subpart unless:

- 1) Total maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines (including solvents used for cleanup operations associated with the heatset web offset lithographic printing line(s)) at the source never exceed 90.7 Mg (100 tons) per calendar year in the absence of air pollution control equipment; or
  - 2) A federally enforceable permit or SIP revision for all heatset web offset lithographic printing line(s) at a source requires the owner or operator to limit production or capacity of these printing line(s) to reduce total VOM emissions from all heatset web offset lithographic printing line(s) to 90.7 Mg (100 tons) per calendar year or less in the absence of air pollution control equipment.
- b) Any owner or operator of any heatset web offset lithographic printing line that is exempt from the limitations in Section 219.406 of this Subpart because of the criteria in subsection (a) of this Section shall be subject to the recordkeeping and reporting requirements in Section 219.406(b)(1) of this Subpart.
- c) On and after March 15, 1996, every owner or operator of lithographic printing line(s) is subject to the recordkeeping and reporting requirements in Section 219.411 of this Subpart.
- d) On and after March 15, 1996, Sections 219.407 through ~~219.410~~219.411 of this Subpart shall apply to:
- 1) All owners or operators of heatset web offset lithographic printing line(s) unless:
    - A) Total maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines (including solvents used for cleanup operations associated with heatset web offset lithographic printing lines) at the source never exceed 90.7 Mg (100 tons) per calendar year before the application of capture systems and control devices. To determine a source's total maximum theoretical

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emissions of VOM for the purposes of this subsection, the owner or operator shall use the calculations set forth in Section 219.406(b)(1)(A)(ii) of this Subpart; or

- B) Federally enforceable permit conditions or SIP revision for all heatset web offset lithographic printing line(s) at the source requires the owner or operator to limit production or capacity of these printing line(s) to total VOM emissions of 90.7 Mg/yr (100 TPY) or less, before the application of capture systems and control devices;
- 2) All owners or operators of heatset web offset, non-heatset web offset, or sheet-fed offset lithographic printing line(s), unless the combined emissions of VOM from all lithographic printing line(s) at the source (including solvents used for cleanup operations associated with the lithographic printing line(s)) never exceed 45.5 kg/day (100 lbs/day), as determined in accordance with Section 219.411(a)(1)(B), before the application of capture systems and control devices.
- e) If a lithographic printing line at a source is or becomes subject to one or more of the limitations in Sections 219.406 or 219.407 of this Subpart, the lithographic printing line(s) at the source are always subject to the applicable provisions of this Subpart.

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

**Section 219.406 Provisions Applying to Heatset Web Offset Lithographic Printing Prior to March 15, 1996**

- a) Emission Standards and Limitations. No owner or operator of a heatset web offset printing line at a source that meets or exceeds the applicability levels in Section 219.405(a) of this Subpart may cause or allow the operation of such heatset web offset printing line(s) unless the owner or operator meets the requirements in subsections (a)(1) or (a)(2) of this Section and the requirements in subsections (a)(3) and (a)(4) of this Section. The owner or operator shall demonstrate compliance with this Section by using the applicable test methods and procedures specified in Section 219.105(a), (d), and (f) of this Part and by complying with the recordkeeping and reporting requirements specified in subsection (b) of this Section.

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- 1) An afterburner system is installed and operated that reduces 90 percent of the VOM emissions (excluding methane and ethane) from the dryer exhaust; or
  - 2) The fountain solution contains no more than 8 percent, by weight, of VOM and a condensation recovery system is installed and operated that removes at least 75 percent of the non-isopropyl alcohol organic materials from the dryer exhaust; and
  - 3) The control device is equipped with the applicable monitoring equipment specified in Section 219.105(d)(2) of this Part and the monitoring equipment is installed, calibrated, operated and maintained according to manufacturer's specifications at all times when the control device is in use; and
  - 4) The control device is operated at all times when the printing line is in operation.
- b) Recordkeeping and Reporting. The VOM content of each fountain solution and ink and the efficiency of each control device shall be determined by the applicable test methods and procedures specified in Section 219.105 of this Part to establish the records required under this subsection.
- 1) Any owner or operator of a lithographic printing line which is exempted from the limitations of subsection (a) of this Section because of the criteria in 219.405(a) of this Subpart shall comply with the following:
    - A) By a date consistent with Section 219.106 of this Part, the owner or operator of a heatset web offset lithographic printing line to which subsection (b)(1) of this Section is applicable shall certify to the Agency that the heatset web offset lithographic printing line is exempt under the provisions of Section 219.405(a) of this Subpart. Such certification shall include:
      - i) A declaration that the heatset web offset lithographic printing line is exempt from the limitations of subsection (a) of this Section because of the criteria in Section 219.405(a) of this Subpart; and
      - ii) Calculations which demonstrate that total maximum

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theoretical emissions of VOM from all heatset web offset lithographic printing lines at the source never exceed 90.7 Mg (100 tons) per calendar year before the application of air pollution control equipment. Total maximum theoretical emissions of VOM for a heatset web offset lithographic printing source is the sum of maximum theoretical emissions of VOM from each heatset web offset lithographic printing line at the source. The following equation shall be used to calculate total maximum theoretical emissions of VOM per calendar year in the absence of air pollution control equipment for each heatset web offset lithographic printing line at the source:

$$E_p = (\underline{R \times A} \times B) + (C \times D) + 1095 (F \times G \times H) \text{ } \cancel{+100}$$

where:

- $E_p$  = Total maximum theoretical emissions of VOM from one heatset web offset printing line in units of kg/yr (lb/yr);
- A = Weight of VOM per volume of solids of ink with the highest VOM content as applied each year on the printing line in units of kg/l (lb/gal) of solids;
- B = Total volume of solids for all inks that can potentially be applied each year on the printing line in units of l/yr (gal/yr). The instrument or method by which the owner or operator accurately measured or calculated the volume of each ink as applied and the amount that can potentially be applied each year on the printing line shall be described in the certification to the Agency;
- C = Weight of VOM per volume of fountain solution with the highest VOM content as applied each year on the printing line in units of kg/l (lb/gal)  
~~The weight percent VOM of the fountain solution with the highest VOM content;~~
- D = The total volume of fountain solution that can potentially be used each year on the printing line in units of l/yr (gal/yr). The instrument and/or method by which the owner or operator accurately

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measured or calculated the volume of each fountain solution used and the amount that can potentially be used each year on the printing line shall be described in the certification to the Agency;

- F = Weight of VOM per volume of material for the cleanup material or solvent with the highest VOM content as used each year on the printing line in units of kg/1 (lb/gal) of such material;
- G = The greatest volume of cleanup material or solvent used in any 8-hour period; and
- H = The highest fraction of cleanup material or solvent which is not recycled or recovered for offsite disposal during any 8-hour period.
- R = The multiplier representing the amount of VOM not retained in the substrate being used. For paper, R = 0.8. For foil, plastic, or other impervious substrates, R = 1.0.

- B) On and after a date consistent with Section 219.106 of this Part, the owner or operator of a heatset web offset lithographic printing line to which subsection (b)(1) of this Section is applicable shall collect and record all of the following information each year for each printing line and maintain the information at the source for a period of three years:
- i) The name and identification of each fountain solution and ink as applied on each printing line; and
  - ii) The VOM content and the volume of each fountain solution and ink as applied each year on each printing line.
- C) On and after a date consistent with Section 219.106 of this Part, the owner or operator of a source exempted from the limitations of subsection (a) of this Section because of the criteria in Section 219.405(a) of this Subpart shall notify the Agency of any record showing that total maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines exceed 90.7 Mg (100 tons) in any calendar year in the absence of air pollution control equipment by sending a copy of such record to the Agency

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within 30 days after the exceedence occurs.

- 2) Any owner or operator of a printing line subject to the limitations of subsection (a) of this Section and complying by means of subsection (a)(1) of this Section shall comply with the following:
  - A) By a date consistent with Section 219.106 of this Part, or upon initial start-up of a new printing line, or upon changing the method of compliance for an existing printing line from subsection (a)(2) to (a)(1) of this Section, perform all tests and submit to the Agency the results of all tests and calculations necessary to demonstrate that the subject printing line will be in compliance with subsection (a)(1) of this Section on and after a date consistent with Section 219.106 of this Part, or on and after the initial start-up date;
  - B) On and after a date consistent with Section 219.106 of this Part, or on and after the initial start-up date, collect and record the following information each day for each printing line and maintain the information at the source for a period of three years:
    - i) Control device monitoring data;
    - ii) A log of operating time for the control device, monitoring equipment and the associated printing line; and
    - iii) A maintenance log for the control device and monitoring equipment detailing all routine and non-routine maintenance performed including dates and duration of any outages;
  - C) On and after a date consistent with Section 219.106 of this Part, notify the Agency in the following instances:
    - i) Any violation of subsection (a)(1) of this Section shall be reported to the Agency, in writing, within 30 days following the occurrence of the violation;
    - ii) Any record showing a violation of subsection (a)(1) of this Section shall be reported by sending a copy of such record to the Agency within 30 days following the occurrence of

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the violation; and

- iii) At least 30 calendar days before changing the method of compliance with subsection (a) of this Section from subsection (a)(1) to (a)(2) of this Section, the owner or operator shall comply with all requirements of subsection (b)(3)(A) of this Section. Upon changing the method of compliance with subsection (a) of this Section from subsection (a)(1) to (a)(2) of this Section, the owner or operator shall comply with all requirements of subsection (b)(3) of this Section.
- 3) Any owner or operator of a printing line subject to the limitations of subsection (a) of this Section and complying by means of subsection (a)(2) of this Section shall:
- A) By a date consistent with Section 219.106 of this Part, or upon initial start-up of a new printing line, or upon changing the method of compliance for an existing printing line from subsection (a)(1) to (a)(2) of this Section, perform all tests and submit to the Agency and the USEPA the results of all tests and calculations necessary to demonstrate that the subject printing line will be in compliance with subsection (a)(2) of this Section on and after a date consistent with Section 219.106 of this Part, or on and after the initial start-up date;
  - B) On and after a date consistent with Section 219.106 of this Part, or on and after the initial start-up date, collect and record the following information each day for each printing line and maintain the information at the source for a period of three years:
    - i) The VOM content of the fountain solution used each day on each printing line;
    - ii) A log of operating time for the control device and the associated printing line; and
    - iii) A maintenance log for the control device detailing all routine and non-routine maintenance performed including dates and duration of any outages;

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- C) On and after a date consistent with Section 219.106 of this Part, notify the Agency in the following instances:
- i) Any violation of subsection (a)(2) shall be reported to the Agency, in writing, within 30 days following the occurrence of the violation;
  - ii) Any record showing a violation of subsection (a)(2) of this Section shall be reported by sending a copy of such record to the Agency within 30 days following the occurrence of the violation; and
  - iii) At least 30 calendar days before changing the method of compliance with subsection (a) of this Section from subsection (a)(2) to (a)(1) of this Section, the owner or operator shall comply with all requirements of subsection (b)(2)(A) of this Section. Upon changing the method of compliance with subsection (a) of this Section from subsection (a)(2) to (a)(1) of this Section, the owner or operator shall comply with all requirements of subsection (b)(2) of this Section.
- c) Compliance Schedule. Every owner or operator of a heatset web offset lithographic printing line shall comply with the applicable requirements of subsections (a) and (b) of this Section in accordance with the applicable compliance schedule specified in subsections (c)(1), (c)(2), or (c)(3) of this Section:
- 1) No owner or operator of a heatset web offset lithographic printing line which is exempt from the limitations of subsection (a) of this Section because of the criteria in Section 219.405(a) of this Subpart shall operate said printing line on or after a date consistent with Section 219.106 of this Part, unless the owner or operator has complied with, and continues to comply with, Sections 219.405(a) and 219.406 (b)(1) of this Subpart.
  - 2) No owner or operator of a heatset web offset lithographic printing line complying by means of subsection (a)(1) of this Section shall operate said printing line on or after a date consistent with Section 219.106 of this Part, unless the owner or operator has complied with, and continues to comply

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with, subsections (a)(1), (a)(3), (a)(4) and (b)(2) of this Section.

- 3) No owner or operator of a heatset web offset lithographic printing line complying by means of subsection (a)(2) of this Section shall operate said printing line on or after a date consistent with Section 219.106 of this Part, unless the owner or operator has complied with, and continues to comply with, subsections (a)(2), (a)(3), (a)(4) and (b)(3) of this Section.

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

**Section 219.407 Emission Limitations and Control Requirements for Lithographic Printing Lines On and After March 15, 1996**

- a) On and after March 15, 1996, no owner or operator of lithographic printing line(s) subject to the requirements of this Subpart shall:
  - 1) Cause or allow the operation of any heatset web offset lithographic printing line unless:
    - A) The total VOM content in the as-applied fountain solution meets one of the following conditions:
      - i) 1.6 percent or less, by volume;
      - ii) 3 percent or less, by volume, and the temperature of the fountain solution is maintained below 15.6° C (60° F), measured at the reservoir or the fountain tray; or
      - iii) 5 percent or less, by volume, and the as-applied fountain solution contains no alcohol;
    - B) The air pressure in the dryer is maintained lower than the air pressure of the press room, such that air flow through all openings in the dryer, other than the exhaust, is into the dryer at all times when the printing line is operating;
    - C) An afterburner is installed and operated so that VOM emissions (excluding methane and ethane) from the press dryer exhaust(s) are reduced by 90 percent, by weight, or to a maximum afterburner exhaust outlet concentration of 20 ppmv (as carbon);

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- D) The afterburner is equipped with the applicable monitoring equipment specified in Section 219.105(d)(2) of this Part and the monitoring equipment is installed, calibrated, operated, and maintained according to manufacturer's specifications at all times when the afterburner is in use; and
- E) The afterburner is operated at all times when the printing line is in operation, except the afterburner may be shut down between November 1 and April 1 as provided in Section 219.107 of this Part;
- 2) Cause or allow the operation of any non-heatset web offset lithographic printing line unless the VOM content of the as-applied fountain solution is 5 percent or less, by volume, and the as-applied fountain solution contains no alcohol;
- 3) Cause or allow the operation of any sheet-fed offset lithographic printing line unless:
- A) The VOM content of the as-applied fountain solution is 5 percent or less, by volume; or
- B) The VOM content of the as-applied fountain solution is 8.5 percent or less, by volume, and the temperature of the fountain solution is maintained below 15.6°C (60°F), measured at the reservoir or the fountain tray;
- 4) Cause or allow the use of a cleaning solution on any lithographic printing line unless:
- A) The VOM content of the as-used cleaning solution is less than or equal to 30 percent, by weight; or
- B) The VOM composite partial vapor pressure of the as-used cleaning solution is less than 10 mmHg at 20° C (68° F);
- 5) Cause or allow VOM containing cleaning materials, including used cleaning towels, associated with any lithographic printing line to be kept, stored or disposed of in any manner other than in closed containers.

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- b) An owner or operator of a heatset web offset lithographic printing line subject to the requirements of Section 219.407(a)(1)(C) of this Subpart may use a control device other than an afterburner, if:
- 1) The control device reduces VOM emissions from the press dryer exhaust(s) by at least 90 percent, by weight, or to a maximum control device exhaust outlet concentration of 20 ppmv (as carbon);
  - 2) The owner or operator submits a plan to the Agency detailing appropriate monitoring devices, test methods, recordkeeping requirements, and operating parameters for the control device; and
  - 3) The use of the control device with testing, monitoring, and recordkeeping in accordance with this plan is approved by the Agency and USEPA as federally enforceable permit conditions.

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

**Section 219.410 Monitoring Requirements for Lithographic Printing**

- a) Fountain Solution Temperature.
- 1) The owner or operator of any lithographic printing ~~lines~~line(s) relying on the temperature of the fountain solution to demonstrate compliance shall install, maintain, and continuously operate a temperature monitor of the fountain solution in the reservoir or fountain tray, as applicable.
  - 2) The temperature monitor must be capable of reading with an accuracy of ~~1° C or 2° F~~0.3°C or 0.5°F, and must be attached to an automatic, continuous recording device such as a strip chart, recorder, or computer, with at least the same accuracy, that is installed, calibrated and maintained in accordance with the manufacturer's specifications. If the automatic, continuous recording device malfunctions, the owner or operator shall record the temperature of the fountain solution at least once every two operating hours. The automatic, continuous recording device shall be repaired or replaced as soon as practicable.
- b) Fountain Solution VOM Content. The owner or operator of any lithographic printing line(s) subject to Section ~~219.407(a)(1)(A)~~218.407(a)(1)(A), (a)(2) or

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(a)(3) of this Subpart shall:

- 1) For a fountain solution to which VOM is not added automatically:
  - A) Maintain records of the VOM content of the fountain solution in accordance with Section ~~219.411(c)(2)(C)~~~~218.411(e)(2)(C)~~; or
  - B) Take a sample of the as-applied fountain solution from the fountain tray or reservoir, as applicable, each time a fresh batch of fountain solution is prepared or each time VOM is added to an existing batch of fountain solution in the fountain tray or reservoir, and shall determine compliance with the VOM content limitation of the as-applied fountain solution by using one of the following options:
    - i) With a refractometer or hydrometer with a visual, analog, or digital readout and with an accuracy of 0.5 percent. The refractometer or hydrometer must be calibrated with a standard solution for the type of VOM used in the fountain solution, in accordance with manufacturer's specifications, against measurements performed to determine compliance. The refractometer or hydrometer must be corrected for temperature at least once per 8-hour shift or once per batch of fountain solution prepared or modified, whichever is longer; or
    - ii) With a conductivity meter if it is demonstrated that a refractometer and hydrometer cannot distinguish between compliant and noncompliant fountain solution for the type and amount of VOM in the fountain solution. A source may use a conductivity meter if it demonstrates that both hydrometers and refractometers fail to provide significantly different measurements for standard solutions containing 95 percent, 100 percent and 105 percent of the applicable VOM content limit. The conductivity meter reading for the fountain solution must be referenced to the conductivity of the incoming water. A standard solution shall be used to calibrate the conductivity meter for the type of VOM used in the fountain solution, in accordance with manufacturer's specifications;

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- 2) For fountain solutions to which VOM is added at the source with automatic feed equipment, determine the VOM content of the as-applied fountain solution based on the setting of the automatic feed equipment which makes additions of VOM up to a pre-set level. Records must be retained of the VOM content of the fountain solution in accordance with Section 219.411(c)(2)(D) of this Subpart. The equipment used to make automatic additions must be installed, calibrated, operated and maintained in accordance with manufacturer's specifications.
- c) Afterburners For Heatset Web Offset Lithographic Printing Line(s).  
If an afterburner is used to demonstrate compliance, the owner or operator of a heatset web offset lithographic printing line subject to Section 219.407(a)(1)(C) of this Subpart shall:
  - 1) Install, calibrate, maintain, and operate temperature monitoring device(s) with an accuracy of 3° C or 5 F° on the afterburner in accordance with Section 219.105(d)(2) of this Part and in accordance with the manufacturer's specifications. Monitoring shall be performed at all times when the afterburner is operating; and
  - 2) Install, calibrate, operate and maintain, in accordance with manufacturer's specifications, a continuous recorder on the temperature monitoring device(s), such as a strip chart, recorder or computer, with at least the same accuracy as the temperature monitor.
- d) Other Control Devices for Heatset Web Offset Lithographic Printing Line(s).  
If a control device other than an afterburner is used to demonstrate compliance, the owner or operator of a heatset web offset lithographic printing line subject to this Subpart shall install, maintain, calibrate and operate such monitoring equipment as set forth in the owner or operator's plan approved by the Agency and USEPA pursuant to Section 219.407(b) of this Subpart.
- e) Cleaning Solution:
  - 1) The owner or operator of any lithographic printing line relying on the VOM content of the cleaning solution to comply with Section 219.407(a)(4)(A) of this Subpart must:
    - A) For cleaning solutions that are prepared at the source with equipment that automatically mixes cleaning solvent and water (or

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other non-VOM):

- i) Install, operate, maintain, and calibrate the automatic feed equipment in accordance with manufacturer's specifications to regulate the volume of each of the cleaning solvent and water (or other non-VOM), as mixed; and
  - ii) Pre-set the automatic feed equipment so that the consumption rates of the cleaning solvent and water (or other non-VOM), as applied, comply with Section 219.407(a)(4)(A) of this Subpart;
- B) For cleaning solutions that are not prepared at the source with automatic feed equipment, keep records of the usage of cleaning solvent and water (or other non-VOM) as set forth in Section 219.411(d)(2) of this Subpart.
- 2) The owner or operator of any lithographic printing line relying on the vapor pressure of the cleaning solution to comply with Section 219.407(a)(4)(B) of this Subpart must keep records for such cleaning solutions used on any such line(s) as set forth in Section 219.411(d)(2)(C) of this Subpart.

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

**Section 219.411 Recordkeeping and Reporting for Lithographic Printing**

- a) An owner or operator of lithographic printing line(s) exempt from the limitations of Section 219.407 of this Subpart because of the criteria in Section 219.405(d) of this Subpart shall comply with the following:
- 1) By March 15, 1996, upon initial start-up of a new lithographic printing line, and upon modification of a lithographic printing line, submit a certification to the Agency that includes:
    - A) A declaration that the source is exempt from the control requirements in Section 219.407 of this Part because of the criteria in Section 219.405(d) of this Subpart;
    - B) Calculations which demonstrate that combined emissions of VOM

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from all lithographic printing lines (including inks, fountain solutions, and solvents used for cleanup operations associated with the lithographic printing lines) at the source never exceed 45.5 kg/day (100 lbs/day) before the use of capture systems and control devices, as follows:

- i) To calculate daily emissions of VOM, the owner or operator shall determine the monthly emissions of VOM from all lithographic printing lines at the source (including solvents used for cleanup operations associated with the lithographic printing lines) and divide this amount by the number of days during that calendar month that lithographic printing lines at the source were in operation;
  - ii) To determine the VOM content of the inks, fountain solution additives and cleaning solvents, the tests methods and procedures set forth in Section 219.409(c) of this Subpart shall be used;
  - iii) To determine VOM emissions from inks used on lithographic printing line(s) at the source, an ink emission adjustment factor of 0.05 shall be used in calculating emissions from all non-heatset inks except when using an impervious substrate, and a factor of 0.80 shall be used in calculating emissions from all heatset inks to account for VOM retention in the substrate except when using an impervious substrate. For impervious substrates such as metal or plastic, no emission adjustment factor is used. The VOM content of the ink, as used, shall be multiplied by this factor to determine the amount of VOM emissions from the use of ink on the printing line(s); and
  - iv) To determine VOM emissions from fountain solutions and cleaning solvents used on lithographic printing line(s) at the source, no retention factor is used;
- C) Either a declaration that the source, through federally enforceable permit conditions, has limited its maximum theoretical emissions of VOM from all heatset web offset lithographic printing lines (including solvents used for cleanup operations associated with

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heatset web offset printing lines) at the source to no more than 90.7 Mg (100 tons) per calendar year before the application of capture systems and control devices or calculations which demonstrate that the source's total maximum theoretical emissions of VOM do not exceed 90.7 Mg/yr (100 TPY). To determine the source's total maximum theoretical emissions for the purposes of this subsection, the owner or operator shall use the calculations set forth in Section 219.406(b)(1)(A)(ii) of this Subpart; and

- D) A description and the results of all tests used to determine the VOM content of inks, fountain solution additives, and cleaning solvents, and a declaration that all such tests have been properly conducted in accordance with Section 219.409(c)(1) of this Subpart;
- 2) On and after March 15, 1996, collect and record either the information specified in subsection (a)(2)(A) or (a)(2)(B) of this Section for all lithographic printing lines at the source:
- A) Standard recordkeeping, including the following:
    - i) The name and identification of each fountain solution additive, lithographic ink, and cleaning solvent used on any lithographic printing line, recorded each month;
    - ii) A daily record which shows whether a lithographic printing line at the source was in operation on that day;
    - iii) The VOM content and the volume of each fountain solution additive, lithographic ink, and cleaning solvent used on any lithographic printing line, recorded each month;
    - iv) The total VOM emissions at the source each month, determined as the sum of the product of usage and VOM content for each fountain solution additive, cleaning solvent, and lithographic ink (with the applicable ink VOM emission adjustment) used at the source, calculated each month; and
    - v) The VOM emissions in lbs/day for the month, calculated in

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accordance with Section 218.411(a)(1)(B) of this Subpart;

- B) Purchase and inventory recordkeeping, including the following:
- i) The name, identification, and VOM content of each fountain solution additive, lithographic ink, and cleaning solvent used on any lithographic printing line, recorded each month;
  - ii) Inventory records from the beginning and end of each month indicating the total volume of each fountain solution additive, lithographic ink, and cleaning solvent to be used on any lithographic printing line at the source;
  - iii) Monthly purchase records for each fountain solution additive, lithographic ink, and cleaning solvent used on any lithographic printing line at the source;
  - iv) A daily record which shows whether a lithographic printing line at the source was in operation on that day;
  - v) The total VOM emissions at the source each month, determined as the sum of the product of usage and VOM content for each fountain solution additive, cleaning solvent, and lithographic ink (with the applicable ink VOM emission adjustment) used at the source, calculated each month based on the monthly inventory and purchase records required to be maintained pursuant to subsections (a)(2)(B)(i), (a)(2)(B)(ii) and (a)(2)(B)(iii) of this Section; and
  - vi) The VOM emissions in lbs/day for the month, calculated in accordance with Section ~~218.411(a)(1)(B)~~ 219.411(a)(1)(B) of this Subpart;
- 3) On and after March 15, 1996, notify the Agency in writing if the combined emissions of VOM from all lithographic printing lines (including inks, fountain solutions, and solvents used for cleanup operations associated with the lithographic printing lines) at the source ever exceed 45.5 kg/day (100 lbs/day), before the use of capture systems

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and control devices, within 30 days after the event occurs. Such notification shall include a copy of all records of such event.

- b) An owner or operator of a heatset web offset lithographic printing line(s) subject to the control requirements of Section 219.407(a)(1)(C) or (b)(1) of this Subpart shall comply with the following:
- 1) By March 15, 1996, upon initial start-up of a new printing line, and upon initial start-up of a new control device for a heatset web offset printing line, submit a certification to the Agency that includes the following:
    - A) An identification of each heatset web offset lithographic printing line at the source;
    - B) A declaration that each heatset web offset lithographic printing line is in compliance with the requirements of Section 219.407 (a)(1)(B), (a)(1)(C), (a)(1)(D) and (a)(1)(E) or (b) of this Subpart, as appropriate;
    - C) The type of afterburner or other approved control device used to comply with the requirements of Section 219.407(a)(1)(C) or (b)(1) of this Subpart;
    - D) The control requirements in Section 219.407(a)(1)(C) or (b)(1) of this Subpart with which the lithographic printing line is complying;
    - E) The results of all tests and calculations necessary to demonstrate compliance with the control requirements of Section 219.407(a)(1)(C) or (b)(1) of this Subpart, as applicable; and
    - F) A declaration that the monitoring equipment required under Section 219.407(a)(1)(D) or (b) of this Subpart, as applicable, has been properly installed and calibrated according to manufacturer's specifications;
  - 2) If testing of the afterburner or other approved control device is conducted pursuant to Section 219.409(b) of this Subpart, the owner or operator shall, within 90 days after conducting such testing, submit a copy of all test results to the Agency and shall submit a certification to the Agency that includes the following:

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- A) A declaration that all tests and calculations necessary to demonstrate whether the lithographic printing line(s) is in compliance with Section 219.407(a)(1)(C) or (b)(1) of this Subpart, as applicable, have been properly performed;
  - B) A statement whether the lithographic printing line(s) is or is not in compliance with Section 219.407(a)(1)(C) or (b)(1) of this Subpart, as applicable; and
  - C) The operating parameters of the afterburner or other approved control device during testing, as monitored in accordance with Section 219.410(c) or (d) of this Subpart, as applicable;
- 3) On and after March 15, 1996, collect and record daily the following information for each heatset web offset lithographic printing line subject to the requirements of Section 219.407(a)(1)(C) or (b)(1) of this Subpart:
- A) Afterburner or other approved control device monitoring data in accordance with Section 219.410(c) or (d) of this Subpart, as applicable;
  - B) A log of operating time for the afterburner or other approved control device, monitoring equipment, and the associated printing line;
  - C) A maintenance log for the afterburner or other approved control device and monitoring equipment detailing all routine and non-routine maintenance performed, including dates and duration of any outages; and
  - D) A log detailing checks on the air flow direction or air pressure of the dryer and press room to insure compliance with the requirements of Section 219.407(a)(1)(B) of this Subpart at least once per 24-hour period while the line is operating;
- 4) On and after March 15, 1996, notify the Agency in writing of any violation of Section 219.407(a)(1)(C) or (b)(1) of this Subpart within 30 days after the occurrence of such violation. Such notification shall include a copy of all records of such violation;

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- 5) If changing its method of compliance between subsections (a)(1)(C) and (b) of Section 219.407 of this Subpart, certify compliance for the new method of compliance in accordance with subsection (b)(1) of this Section at least 30 days before making such change, and perform all tests and calculations necessary to demonstrate that such printing line(s) will be in compliance with the requirements of Section 219.407(a)(1)(B), (a)(1)(C), (a)(1)(D) and (a)(1)(E) of this Subpart, or Section 219.407(b) of this Subpart, as applicable.
- c) An owner or operator of a lithographic printing line subject to Section 219.407(a)(1)(A), (a)(2), or (a)(3) of this Subpart, shall:
- 1) By March 15, 1996, and upon initial start-up of a new lithographic printing line, certify to the Agency that fountain solutions used on each lithographic printing line will be in compliance with the applicable VOM content limitation. Such certification shall include:
    - A) Identification of each lithographic printing line at the source, by type, e.g., heatset web offset, non-heatset web offset, or sheet-fed offset;
    - B) Identification of each centralized fountain solution reservoir and each lithographic printing line that it serves;
    - C) The VOM content limitation with which each fountain solution will comply;
    - D) Initial documentation that each type of fountain solution will comply with the applicable VOM content limitation, including copies of manufacturer's specifications, test results, if any, formulation data and calculations;
    - E) Identification of the method that will be used to demonstrate continuing compliance with the applicable limitation, e.g., a refractometer, hydrometer, conductivity meter, or recordkeeping procedures with detailed description of the compliance methodology; and
    - F) A sample of the records that will be kept pursuant to Section

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219.411(c)(2) of this Subpart.

- 2) On and after March 15, 1996, collect and record the following information for each fountain solution:
  - A) The name and identification of each batch of fountain solution prepared for use on one or more lithographic printing lines, the lithographic printing line(s) or centralized reservoir using such batch of fountain solution, and the applicable VOM content limitation for the batch;
  - B) If an owner or operator uses a hydrometer, refractometer, or conductivity meter, pursuant to Section 219.410(b)(1)(B), to demonstrate compliance with the applicable VOM content limit in Section 219.407(a)(1)(A), (a)(2), or (a)(3) of this Subpart:
    - i) The date and time of preparation, and each subsequent modification, of the batch;
    - ii) The results of each measurement taken in accordance with Section 219.410(b) of this Subpart;
    - iii) Documentation of the periodic calibration of the meter in accordance with the manufacturer's specifications, including date and time of calibration, personnel conducting, identity of standard solution, and resultant reading; and
    - iv) Documentation of the periodic temperature adjustment of the meter, including date and time of adjustment, personnel conducting and results;
  - C) If the VOM content of the fountain solution is determined pursuant to Section 219.410(b)(1)(A) of this Subpart, for each batch of as-applied fountain solution:
    - i) Date and time of preparation and each subsequent modification of the batch;
    - ii) Volume and VOM content of each component used in, or

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subsequently added to, the fountain solution batch;

- iii) Calculated VOM content of the as-applied fountain solution; and
- iv) Any other information necessary to demonstrate compliance with the applicable VOM content limits in Section 219.407(a)(1)(A), (a)(2) and (a)(3) of this Subpart, as specified in the source's operating permit;

D) If the VOM content of the fountain solution is determined pursuant to Section 219.410(b)(2) of this Subpart, for each setting:

- i) VOM content limit corresponding to each setting;
- ii) Date and time of initial setting and each subsequent setting;
- iii) Documentation of the periodic calibration of the automatic feed equipment in accordance with the manufacturer's specifications; and
- iv) Any other information necessary to demonstrate compliance with the applicable VOM content limits in Sections 219.407(a)(1)(A), (a)(2) and (a)(3) of this Subpart, as specified in the source's operating permit.

E) If the owner or operator relies on the temperature of the fountain solution to comply with the requirements in Section 219.407(a)(1)(A)(ii) or (a)(3)(B) of this Subpart:

- i) The temperature of the fountain solution at each printing line, as monitored in accordance with Section 219.410(a); and
- ii) A maintenance log for the temperature monitoring devices and automatic, continuous temperature recorders detailing all routine and non-routine maintenance performed, including dates and duration of any outages;

- 3) Notify the Agency in writing of any violation of Section 219.407 of this

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Subpart within 30 days after the occurrence of such violation. Such notification shall include a copy of all records of such violation; and

- 4) If changing its method of demonstrating compliance with the applicable VOM content limitations in Section 219.407 of this Subpart, or changing the method of demonstrating compliance with the VOM content limitations for fountain solutions pursuant to Section 219.409 of this Subpart, certify compliance for such new method(s) in accordance with subsection (c)(1) of this Section within 30 days after making such change, and perform all tests and calculations necessary to demonstrate that such printing line(s) will be in compliance with the applicable requirements of Section 219.407 of this Subpart.

- d) For lithographic printing line cleaning operations, an owner or operator of a lithographic printing line subject to the requirements of Section 219.407 of this Subpart shall:

- 1) By March 15, 1996, ~~and~~ upon initial start-up of a new lithographic printing line, certify to the Agency that all cleaning solutions, and the handling of cleaning materials, will be in compliance with the requirements of Section 219.407(a)(4)(A) or (a)(4)(B) and (a)(5) of this Subpart, and such certification shall also include:
  - A) Identification of each VOM-containing cleaning solution used on each lithographic printing line;
  - B) The limitation with which each VOM-containing cleaning solution will comply, i.e., the VOM content or vapor pressure;
  - C) Initial documentation that each VOM-containing cleaning solution will comply with the applicable limitation, including copies of manufacturer's specifications, test results, if any, formulation data and calculations;
  - D) Identification of the method that will be used to demonstrate continuing compliance with the applicable limitations;
  - E) A sample of the records that will be kept pursuant to Section 219.411(d)(2) of this Subpart; and

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- F) A description of the practices that assure that VOM-containing cleaning materials are kept in closed containers;
- 2) On and after March 15, 1996, collect and record the following information for each cleaning solution used on each lithographic printing line:
- A) For each cleaning solution for which the owner or operator relies on the VOM content to demonstrate compliance with Section 219.407(a)(4)(A) of this Subpart and which is prepared at the source with automatic equipment:
- i) The name and identification of each cleaning solution;
  - ii) The VOM content of each cleaning solvent in the cleaning solution, as determined in accordance with Section 219.409(c) of this Subpart;
  - iii) Each change to the setting of the automatic equipment, with date, time, description of changes in the cleaning solution constituents (e.g., cleaning solvents), and a description of changes to the proportion of cleaning solvent and water (or other non-VOM);
  - iv) The proportion of each cleaning solvent and water (or other non-VOM) used to prepare the as-used cleaning solution;
  - v) The VOM content of the as-used cleaning solution, with supporting calculations; and
  - vi) A calibration log for the automatic equipment, detailing periodic checks;
- B) For each batch of cleaning solution for which the owner or operator relies on the VOM content to demonstrate compliance with Section 219.407(a)(4)(A) of this Subpart, and which is not prepared at the source with automatic equipment:
- i) The name and identification of each cleaning solution;
  - ii) Date and time of preparation, and each subsequent

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- modification, of the batch;
- iii) The VOM content of each cleaning solvent in the cleaning solution, as determined in accordance with Section 219.409(c) of this Subpart;
  - iv) The total amount of each cleaning solvent and water (or other non-VOM) used to prepare the as-used cleaning solution; and
  - v) The VOM content of the as-used cleaning solution, with supporting calculations;
- C) For each batch of cleaning solution for which the owner or operator relies on the vapor pressure of the cleaning solution to demonstrate compliance with Section 219.407(a)(4)(B) of this Subpart:
- i) The name and identification of each cleaning solution;
  - ii) Date and time of preparation, and each subsequent modification, of the batch;
  - iii) The molecular weight, density, and VOM composite partial vapor pressure of each cleaning solvent, as determined in accordance with Section 219.409(e) of this Subpart;
  - iv) The total amount of each cleaning solvent used to prepare the as-used cleaning solution; and
  - v) The VOM composite partial vapor pressure of each as-used cleaning solution, as determined in accordance with Section 219.409(e) of this Subpart;
- D) The date, time and duration of scheduled inspections performed to confirm the proper use of closed containers to control VOM emissions, and any instances of improper use of closed containers, with descriptions of actual practice and corrective action taken, if any;

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- 3) On and after March 15, 1996, notify the Agency in writing of any violation of Section 219.407 of this Subpart within 30 days after the occurrence of such violation. Such notification shall include a copy of all records of such violation; and
- 4) If changing its method of demonstrating compliance with the requirements of Section 219.407(a)(4) of this Subpart, or changing between automatic and manual methods of preparing cleaning solutions, certify compliance for such new method in accordance with subsection (d)(1) of this Section, within 30 days after making such change, and perform all tests and calculations necessary to demonstrate that such printing line(s) will be in compliance with the applicable requirements of Section 219.407(a)(4) of this Subpart.
- e) The owner or operator shall maintain all records required by this Section at the source for a minimum period of three years and shall make all records available to the Agency upon request.

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

## SUBPART Z: DRY CLEANERS

**Section 219.601 Perchloroethylene Dry Cleaners (Repealed)**

~~The owner or operator of a dry cleaning operation which uses perchloroethylene shall:~~

- ~~a) Vent the entire dryer exhaust through a properly designed and functioning carbon adsorption system or equally effective control device; and~~
- ~~b) Emit no more than 100 ppmv of VOM from the dryer control device before dilution, or achieve a 90 percent average reduction before dilution; and~~
- ~~c) Immediately repair all components found to be leaking liquid VOM; and~~
- ~~d) Cook or treat all diatomaceous earth filters so that the residue contains 25 kg (55 lb) or less of volatile organic material per 100 kg (220 lb) of wet waste material; and~~
- ~~e) Reduce the VOM from all solvent stills to 60 kg (132 lb) or less per 100 kg (220 lb) of wet waste material; and~~

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- ~~f) Drain all filtration cartridges in the filter housing or other sealed container for at least 24 hours before discarding the cartridges; and~~
- ~~g) Dry all drained filtration cartridges in equipment connected to an emission reduction system or in a manner that will eliminate emission of volatile organic material to the atmosphere.~~

(Source: Repealed at 30 Ill. Reg. 9799, effective May 15, 2006)

**Section 219.602 Exemptions (Repealed)**

~~The provisions of Section 219.601 are not applicable to perchloroethylene dry cleaning operations which are coin-operated or to dry cleaning operations consuming less than 30 gal per month (360 gal per year) of perchloroethylene.~~

(Source: Repealed at 30 Ill. Reg. 9799, effective May 15, 2006)

**Section 219.603 Leaks (Repealed)**

~~The presence of leaks shall be determined for purposes of Section 219.601(c) of this Part by a visual inspection of the following: hose connections, unions, couplings and valves; machine door gaskets and seatings; filter head gasket and seating; pumps; base tanks and storage containers; water separators; filter sludge recovery; distillation unit; diverter valves; saturated lint from lint baskets; and cartridge filters.~~

(Source: Repealed at 30 Ill. Reg. 9799, effective May 15, 2006)

## SUBPART HH: MOTOR VEHICLE REFINISHING

**Section 219.790 General Recordkeeping and Reporting (Repealed)**

~~On and after the compliance date specified in Section 219.791 of this Subpart, every owner or operator of a motor vehicle refinishing operation shall maintain the following records for the most recent consecutive 3 years. Such records shall be made available to the Agency immediately upon request:~~

- ~~a) The name and manufacturer of each coating and surface preparation product used at the source each month;~~

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- b) ~~The volume of each category of coating, as set forth in Section 219.780 of this Subpart, purchased by the source each month;~~
- e) ~~The coating mixing instructions, as stated on the container, in literature supplied with the coating, or otherwise specified by the manufacturer, for each coating purchased by the source each month;~~
- d) ~~The VOM content, expressed as weight of VOM per volume of coating, minus water and any compounds that are specifically exempted from the definition of VOM, recorded on a monthly basis for:
  - 1) ~~Each coating as purchased, if the coating is not mixed with any additives prior to application on the substrate; or~~
  - 2) ~~Each coating after mixing according to manufacturer's instructions as collected pursuant to subsection (c) of this Section;~~~~
- e) ~~The weighted average VOM content of the coating, as specified in Section 219.780(d)(1), (d)(2) or (d)(3) of this Subpart, for each basecoat/clearcoat, and three or four stage coating system purchased by the source, recorded on a monthly basis;~~
- f) ~~The total monthly volume of all specialty coatings purchased and the percentage specialty coatings comprise in the aggregate of all coatings purchased by the source each month;~~
- g) ~~The volume of each category of surface preparation material, as set forth in Section 219.786 of this Subpart, purchased by the source each month; and~~
- h) ~~The VOM content, expressed as weight of VOM per volume of material, including water, of each surface preparation material purchased by the source, recorded on a monthly basis.~~

(Source: Repealed at 30 Ill. Reg. 9799, effective May 15, 2006)

**Section 219.792 Registration**

- a) ~~Every owner or operator of a motor vehicle refinishing operation shall register with the Agency on or before the date specified in Section 219.791 of this Subpart and re-register no later than 45 days following the end of each subsequent~~

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~~calendar year~~. The following information shall be included in this registration:

- 1) The name and address of the source, and the name and telephone number of the person responsible for submitting the registration information;
  - 2) A description of all coating operations of motor vehicles, mobile equipment, or their parts or components, and all associated surface preparation operations at the source;
  - 3) A description of all coating applicators used at the source to comply with Section 219.784(a) of this Subpart, if applicable;
  - 4) A description of all cleanup operations at the source, including equipment used to comply with Section 219.784(b) of this Subpart, if applicable;
  - 5) A description of all work practices at the source used to comply with Section 219.787 of this Subpart;
  - 6) If a source claims to be exempt from the equipment requirements in Section 219.784 of this Subpart because it uses less than 20 gallons of coating per year, the owner's or operator's certification that the annual usage is below this level;
  - 7) A written declaration stating whether the source is complying with this Subpart by using coatings that comply with the applicable VOM content limits in Section 219.780 of this Subpart or by control equipment as specified in Section 219.782; and
  - 8) A description of any control devices used to comply with Section 219.782 of this Subpart and the date(s) the device was installed and became operational.
- b) At least 30 calendar days before changing the method of compliance to or from Sections 219.780 and 219.782, the owner or operator of a motor vehicle refinishing operation shall notify the Agency and certify that the source is in compliance with the applicable requirements for the new method of compliance.

(Source: Amended at 30 Ill. Reg. 9799, effective May 15, 2006)

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**Section 219.APPENDIX B VOM Measurement Techniques for Capture Efficiency  
(Repealed)**~~Procedure G.1—Captured VOM Emissions~~~~1.—INTRODUCTION~~

~~1.1—Applicability. This procedure is applicable for determining the volatile organic materials (VOM) content of captured gas streams. It is intended to be used as a segment in the development of liquid/gas or gas/gas protocols for determining VOM capture efficiency (CE) for surface coating and printing operations. The procedure may not be acceptable in certain site-specific situations, e.g., when: (1) direct fired heaters or other circumstances affect the quantity of VOM at the control device inlet; and (2) particulate organic aerosols are formed in the process and are present in the captured emissions.~~

~~1.2—Principle. The amount of VOM captured (G) is calculated as the sum of the products of the VOM content ( $C_{Gj}$ ), the flow rate ( $Q_{Gj}$ ), and the sample time ( $T_c$ ) from each captured emissions point.~~

~~1.3—Estimated Measurement Uncertainty. The measurement uncertainties are estimated for each captured or fugitive emissions point as follows:  $Q_{Gj} = \pm 5.5$  percent and  $C_{Gj} = \pm 5.0$  percent. Based on these numbers, the probable uncertainty for G is estimated at about  $\pm 7.4$  percent.~~

~~1.4—Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.~~

~~1.5—Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.~~

~~2.—APPARATUS AND REAGENTS~~

~~2.1—Gas VOM Concentration. A schematic of the measurement system is shown in Figure 1. The main components are described below:~~

~~2.1.1—Sample Probe. Stainless steel, or equivalent. The probe shall be heated to prevent VOM condensation.~~

~~2.1.2—Calibration Valve Assembly. Three-way valve assembly at the outlet of sample probe to~~

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~~direct the zero and calibration gases to the analyzer. Other methods, such as quick-connect lines, to route calibration gases to the outlet of the sample probe are acceptable.~~

~~2.1.3—Sample Line. Stainless steel or Teflon tubing to transport the sample gas to the analyzer. The sample line must be heated to prevent condensation.~~

~~2.1.4—Sample Pump. A leak-free pump, to pull the sample through the system at a flow rate sufficient to cause a response in the measurement system. The components of the pump that contact the gas stream shall be constructed of stainless steel or Teflon. The sample pump must be heated to prevent condensation.~~

~~2.1.5—Sample Flow Rate Control. A sample flow rate control valve and rotameter, or equivalent, to maintain a constant sampling rate within 10 percent. The flow rate control valve and rotameter must be heated to prevent condensation. A control valve may also be located on the sample pump bypass loop to assist in controlling the sample pressure and flow rate.~~

~~2.1.6—Sample Gas Manifold. Capable of diverting a portion of the sample gas stream to the flame ionization analyzer (FIA), and the remainder to the bypass discharge vent. The manifold components shall be constructed of stainless steel or Teflon. If captured or fugitive emissions are to be measured at multiple locations, the measurement system shall be designed to use separate sampling probes, lines, and pumps for each measurement location and a common sample gas manifold and FIA. The sample gas manifold and connecting lines to the FIA must be heated to prevent condensation.~~

~~2.1.7—Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

~~2.1.7.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.2 Calibration Drift. Less than  $\pm 3.0$  percent of the calibration gas value.~~

~~2.1.7.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.1.7.4 Response Time. Less than 30 seconds.~~

~~2.1.8—Integrator/Data Acquisition System. An analog or digital device or computerized data acquisition system used to integrate the FIA response or compute the average response and record measurement data. The minimum data sampling frequency for computing average or~~

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~~integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.1.9 Calibration and Other Gases. Gases used for calibration, fuel, and combustion air (if required) are contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration has values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.1.9.1 Fuel. A 40 percent H<sub>2</sub>/60 percent He or 40 percent H<sub>2</sub>/60 percent N<sub>2</sub> gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.1.9.2 Carrier Gas. High purity air with less than 1 ppm of organic material (as propane or carbon equivalent) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.1.9.3 FIA Linearity Calibration Gases. Low-, mid-, and high-range gas mixture standards with nominal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.1.10 Particulate Filter. An in-stack or an out-of-stack glass fiber filter is recommended if exhaust gas particulate loading is present. An out-of-stack filter must be heated to prevent any condensation unless it can be demonstrated that no condensation occurs.~~

~~2.2 Captured Emissions Volumetric Flow Rate.~~

~~2.2.1 Method 2 or 2A Apparatus. For determining volumetric flow rate.~~

~~2.2.2 Method 3 Apparatus and Reagents. For determining molecular weight of the gas stream. An estimate of the molecular weight of the gas stream may be used if it can be justified.~~

~~2.2.3 Method 4 Apparatus and Reagents. For determining moisture content, if necessary.~~

~~3. DETERMINATION OF VOLUMETRIC FLOW RATE OF CAPTURED EMISSIONS~~

~~3.1 Locate all points where emissions are captured from the affected emission unit. Using Method 1, determine the sampling points. Be sure to check each site for cyclonic or swirling~~

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flow.

~~3.2—Measure the velocity at each sampling site at least once every hour during each sampling run using Method 2 or 2A.~~

~~4.—DETERMINATION OF VOM CONTENT OF CAPTURED EMISSIONS~~

~~4.1—Analysis Duration. Measure the VOM responses at each captured emissions point during the entire test run or, if applicable, while the process is operating. If there are multiple captured emission locations, design a sampling system to allow a single FIA to be used to determine the VOM responses at all sampling locations.~~

~~4.2—Gas VOM Concentration:~~

~~4.2.1—Assemble the sample train as shown in Figure 1. Calibrate the FIA according to the procedure in Section 5.1.~~

~~4.2.2—Conduct a system check according to the procedure in Section 5.3.~~

~~4.2.3—Install the sample probe so that the probe is centrally located in the stack, pipe, or duct, and is sealed tightly at the stack port connection.~~

~~4.2.4—Inject zero gas at the calibration valve assembly. Allow the measurement system response to reach zero. Measure the system response time as the time required for the system to reach the effluent concentration after the calibration valve has been returned to the effluent sampling position.~~

~~4.2.5—Conduct a system check before and a system drift check after each sampling run according to the procedures in Sections 5.2 and 5.3. If the drift check following a run indicates unacceptable performance, the run is not valid. The tester may elect to perform system drift checks during the run not to exceed one drift check per hour.~~

~~4.2.6—Verify that the sample lines, filter, and pump temperatures are  $120 \pm 5^{\circ}\text{C}$ .~~

~~4.2.7—Begin sampling at the start of the test period and continue to sample during the entire run. Record the starting and ending times and any required process information as appropriate. If multiple captured emission locations are sampled using a single FIA, sample at each location for the same amount of time (e.g., 2 minutes) and continue to switch from one location to another for the entire test run. Be sure that total sampling time at each location is the same at the end of the test run. Collect at least 4 separate measurements from each sample point during each hour of~~

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~~testing. Disregard the measurements at each sampling location until two times the response time of the measurement system gas elapsed. Continue sampling for at least 1 minute and record the concentration measurements.~~

~~4.3 — Background Concentration.~~

~~4.3.1 — Locate all NDOs of the TTE. A sampling point shall be centrally located outside of the TTE at 4 equivalent diameters from each NDO, if possible. If there are more than 6 NDOs, choose 6 sampling points evenly spaced among the NDOs.~~

~~4.3.2 — Assemble the sample train as shown in Figure 2. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.3. NOTE: This sample train shall be a separate sampling train from the one to measure the captured emissions.~~

~~4.3.3 — Position the probe at the sampling location.~~

~~4.3.4 — Determine the response time, conduct the system check and sample according to the procedures described in Sections 4.2.4 to 4.2.7.~~

~~4.4 — Alternative Procedure. The direct interface sampling and analysis procedure described in Section 7.2 of Method 18 may be used to determine the gas VOM concentration. The system must be designed to collect and analyze at least one sample every 10 minutes.~~

~~5. — CALIBRATION AND QUALITY ASSURANCE~~

~~5.1 — FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check after assembling the analysis system and after a major change is made to the system.~~

~~5.2 — Systems Drift Checks. Select the calibration gas that most closely approximates the concentration of the captured emissions for conducting the drift checks. Introduce the zero and calibration gas at the calibration valve assembly and verify that the appropriate gas flow rate and pressure are present at the FIA. Record the measurement system responses to the zero and~~

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~~calibration gases. The performance of the system is acceptable if the difference between the drift check measurement and the value obtained in Section 5.1 is less than 3 percent of the span value. Conduct the system drift checks at the end of each run.~~

~~5.3—System Check. Inject the high range calibration gas at the inlet of the sampling probe and record the response. The performance of the system is acceptable if the measurement system response is within 5 percent of the value obtained in Section 5.1 for the high range calibration gas. Conduct a system check before and after each test run.~~

~~5.4—Analysis Audit. Immediately before each test analyze an audit cylinder as described in Section 5.2. The analysis audit must agree with the audit cylinder concentration within 10 percent.~~

## 6.—NOMENCLATURE

~~$A_i$  = area of NDO I, ft<sup>2</sup>;~~

~~$A_N$  = total area of all NDO's in the enclosure, ft<sup>2</sup>;~~

~~$C_{Bi}$  = corrected average VOM concentration of background emissions at point i, ppm propane;~~

~~$C_B$  = average background concentration, ppm propane;~~

~~$C_{Gj}$  = corrected average VOM concentration of captured emissions at point j, ppm propane;~~

~~$C_{DH}$  = average measured concentration for the drift check calibration gas, ppm propane;~~

~~$C_{DO}$  = average system drift check concentration for zero concentration gas, ppm propane;~~

~~$C_H$  = actual concentration of the drift check calibration gas, ppm propane;~~

~~$C_i$  = uncorrected average background VOM concentration measured at point i, ppm propane;~~

~~$C_j$  = uncorrected average VOM concentration measured at point j, ppm propane;~~

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- $G$  = total VOM content of captured emissions, kg;
- $K_1$  =  $1.830 \times 10^{-6}$  kg/(m<sup>3</sup> ppm);
- $n$  = number of measurement points;
- $Q_{Gj}$  = average effluent volumetric flow rate corrected to standard conditions at captured emissions point j, m<sup>3</sup>/min;
- $T_C$  = total duration of captured emissions sampling run, min.

## 7. CALCULATIONS

## 7.1 Total VOM Captured Emissions.

$$G = \sum_{j=1}^n (C_{Gj} - C_B) Q_{Gj} T_C K_1 \quad \text{Eq. 1}$$

## 7.2 VOM Concentration of the Captured Emissions at Point j.

$$C_{Gj} = (C_j - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 2}$$

## 7.3 Background VOM Concentration at point i.

$$C_{Bj} = (C_i - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 3}$$

## 7.4 Average Background Concentration.

$$C_B = \frac{\sum_{i=1}^n C_{Bi} A_i}{n A_N} \quad \text{Eq. 4}$$

NOTE: If the concentration at each point is within 20 percent of the average concentration of all points, the terms "A<sub>i</sub>" and "A<sub>N</sub>" may be deleted from Equation 4.

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~~Procedure G.2—Captured VOM Emissions (Dilution Technique)~~~~1.—INTRODUCTION~~

~~1.1—Applicability. This procedure is applicable for determining the volatile organic materials (VOM) content of captured gas streams. It is intended to be used as a segment in the development of a gas/gas protocol in which fugitive emissions are measured for determining VOM capture efficiency (CE) for surface coating and printing operations. A dilution system is used to reduce the VOM concentration of the captured emission to about the same concentration as the fugitive emissions. The procedure may not be acceptable in certain site specific situations, e.g., when: (1) direct fired heaters or other circumstances affect the quantity of VOM at the control device inlet; and (2) particulate organic aerosols are formed in the process and are present in the captured emissions.~~

~~1.2—Principle. The amount of VOM captured (G) is calculated as the sum of the products of the VOM content ( $C_{Gj}$ ), the flow rate ( $Q_{Gj}$ ), and the sampling time ( $T_c$ ) from each captured emissions point.~~

~~1.3—Estimated Measurement Uncertainty. The measurement uncertainties are estimated for each captured or fugitive emissions point as follows:  $Q_{Gj} = \pm 5.5$  percent and  $C_{Gj} = \pm 5$  percent. Based on these numbers, the probable uncertainty for G is estimated at about  $\pm 7.4$  percent.~~

~~1.4—Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.~~

~~1.5—Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.~~

~~2.—APPARATUS AND REAGENTS~~

~~2.1—Gas VOM Concentration. A schematic of the measurement system is shown in Figure 1. The main components are described below:~~

~~2.1.1—Dilution System. A Kipp in-stack dilution probe and controller or similar device may be used. The dilution rate may be changed by substituting different critical orifices or adjustments of the aspirator supply pressure. The dilution system shall be heated to prevent VOM condensation. Note: An out-of-stack dilution device may be used.~~

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~~2.1.2—Calibration Valve Assembly. Three-way valve assembly at the outlet of sample probe to direct the zero and calibration gases to the analyzer. Other methods, such as quick-connect lines, to route calibration gases to the outlet of the sample probe are acceptable.~~

~~2.1.3—Sample Line. Stainless steel or Teflon tubing to transport the sample gas to the analyzer. The sample line must be heated to prevent condensation.~~

~~2.1.4—Sample Pump. A leak-free pump, to pull the sample gas through the system at a flow rate sufficient to minimize the response time of the measurement system. The components of the pump that contact the gas stream shall be constructed of stainless steel or Teflon. The sample pump must be heated to prevent condensation.~~

~~2.1.5—Sample Flow Rate Control. A sample flow rate control valve and rotameter, or equivalent, to maintain a constant sampling rate within 10 percent. The flow control valve and rotameter must be heated to prevent condensation. A control valve may also be located on the sample pump bypass loop to assist in controlling the sample pressure and flow rate.~~

~~2.1.6—Sample Gas Manifold. Capable of diverting a portion of the sample gas stream to the flame ionization analyzer (FIA), and the remainder to the bypass discharge vent. The manifold components shall be constructed of stainless steel or Teflon. If captured or fugitive emissions are to be measured at multiple locations, the measurement system shall be designed to use separate sampling probes, lines, and pumps for each measurement location and a common sample gas manifold and FIA. The sample gas manifold and connecting lines to the FIA must be heated to prevent condensation.~~

~~2.1.7—Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

~~2.1.7.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.2 Calibration Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.1.7.4 Response Time. Less than 30 seconds.~~

~~2.1.8—Integrator/Data Acquisition System. An analog or digital device or computerized data acquisition system used to integrate the FIA response or compute the average response and~~

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~~record measurement data. The minimum data sampling frequency for computing average or integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.1.9—Calibration and Other Gases. Gases used for calibration, fuel, and combustion air (if required) are contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.1.9.1 Fuel. A 40 percent H<sub>2</sub>/60 percent He or 40 percent H<sub>2</sub>/60 percent N<sub>2</sub> gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.1.9.2 Carrier Gas and Dilution Air Supply. High purity air with less than 1 ppm of organic material (as propane or carbon equivalent) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.1.9.3 FIA Linearity Calibration Gases. Low, mid, and high range gas mixture standards with normal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.1.9.4 Dilution Check Gas. Gas mixture standard containing propane in air, approximately half the span value after dilution.~~

~~2.1.10 Particulate Filter. An in-stack or an out-of-stack glass fiber filter is recommended if exhaust gas particulate loading is significant. An out-of-stack filter must be heated to prevent any condensation unless it can be demonstrated that no condensation occurs.~~

~~2.2—Captured Emissions Volumetric Flow Rate.~~

~~2.2.1—Method 2 or 2A Apparatus. For determining volumetric flow rate.~~

~~2.2.2. Method 3 Apparatus and Reagents. For determining molecular weight of the gas stream. An estimate of the molecular weight of the gas stream may be used if it can be justified.~~

~~2.2.3—Method 4 Apparatus and Reagents. For determining moisture content, if necessary.~~

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~~3. DETERMINATION OF VOLUMETRIC FLOW RATE OF CAPTURED EMISSIONS~~

~~3.1—Locate all points where emissions are captured from the affected facility. Using Method 1, determine the sampling points. Be sure to check each site for cyclonic or swirling flow.~~

~~3.2—Measure the velocity at each sampling site at least once every hour during each sampling run using Method 2 or 2A.~~

~~4. DETERMINATION OF VOM CONTENT OF CAPTURED EMISSIONS~~

~~4.1—Analysis Duration. Measure the VOM responses at each captured emissions point during the entire test run or, if applicable, while the process is operating. If there are multiple captured emissions locations, design a sampling system to allow a single FIA to be used to determine the VOM responses at all sampling locations.~~

~~4.2—Gas VOM Concentration.~~

~~4.2.1—Assemble the sample train as shown in Figure 1. Calibrate the FIA according to the procedure in Section 5.1.~~

~~4.2.2—Set the dilution ratio and determine the dilution factor according to the procedure in Section 5.3.~~

~~4.2.3—Conduct a system check according to the procedure in Section 5.4.~~

~~4.2.4—Install the sample probe so that the probe is centrally located in the stack, pipe, or duct, and is sealed tightly at the stack port connection.~~

~~4.2.5—Inject zero gas at the calibration valve assembly. Measure the system response time as the time required for the system to reach the effluent concentration after the calibration valve has been returned to the effluent sampling position.~~

~~4.2.6—Conduct a system check before and a system drift check after each sampling run according to the procedures in Sections 5.2 and 5.4. If the drift check following a run indicates unacceptable performance, the run is not valid. The tester may elect to perform system drift checks during the run not to exceed one drift check per hour.~~

~~4.2.7—Verify that the sample lines, filter, and pump temperatures are  $120 \pm 5^{\circ}\text{C}$ .~~

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~~4.2.8—Begin sampling at the start of the test period and continue to sample during the entire run. Record the starting and ending times and any required process information as appropriate. If multiple captured emission locations are sampled using a single FIA, sample at each location for the same amount of time (e.g., 2 minutes) and continue to switch from one location to another for the entire test run. Be sure that total sampling time at each location is the same at the end of the test run. Collect at least 4 separate measurements from each sample point during each hour of testing. Disregard the measurements at each sampling location until two times the response time of the measurement system has elapsed. Continue sampling for at least 1 minute and record the concentration measurements.~~

~~4.3—Background Concentration.~~

~~4.3.1—Locate all NDO's of the TTE. A sampling point shall be centrally located outside of the TTE at 4 equivalent diameters from each NDO, if possible. If there are more than 6 NDO's, choose 6 sampling points evenly spaced among the NDO's.~~

~~4.3.2—Assemble the sample train as shown in Figure 2. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.4.~~

~~4.3.3—Position the probe at the sampling location.~~

~~4.3.4—Determine the response time, conduct the system check and sample according to the procedures described in Sections 4.2.4 to 4.2.8.~~

~~4.4—Alternative Procedure. The direct interface sampling and analysis procedure described in Section 7.2 of Method 18 may be used to determine the gas VOM concentration. The system must be designed to collect and analyze at least one sample every 10 minutes.~~

## ~~5.—CALIBRATION AND QUALITY ASSURANCE~~

~~5.1—FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system after the dilution system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis~~

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~~system and after a major change is made to the system.~~

~~5.2 — Systems Drift Checks. Select the calibration gas that most closely approximates the concentration of the diluted captured emissions for conducting the drift checks. Introduce the zero and calibration gas at the calibration valve assembly and verify that the appropriate gas flow rate and pressure are present at the FIA. Record the measurement system responses to the zero and calibration gases. The performance of the system is acceptable if the difference between the drift check measurement and the value obtained in Section 5.1 is less than 3 percent of the span value. Conduct the system drift check at the end of each run.~~

~~5.3 — Determination of Dilution Factor. Inject the dilution check gas into the measurement system before the dilution system and record the response. Calculate the dilution factor using Equation 3.~~

~~5.4 — System Check. Inject the high range calibration gas at the inlet to the sampling probe while the dilution air is turned off. Record the response. The performance of the system is acceptable if the measurement system response is within 5 percent of the value obtained in Section 5.1 for the high range calibration gas. Conduct a system check before and after each test run.~~

~~5.5 — Analysis Audit. Immediately before each test analyze an audit cylinder as described in Section 5.2. The analysis audit must agree with the audit cylinder concentration within 10 percent.~~

## ~~6. — NOMENCLATURE~~

~~$A_i$  = area of NDO I, ft<sup>2</sup>;~~

~~$A_N$  = total area of all NDO's in the enclosure, ft<sup>2</sup>;~~

~~$C_A$  = actual concentration of the dilution check gas, ppm propane;~~

~~$C_{Bi}$  = corrected average VOCM concentration of background emissions at point I, ppm propane;~~

~~$C_B$  = average background concentration, ppm propane;~~

~~$C_{DH}$  = average measured concentration for the drift check calibration gas, ppm propane;~~

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$C_{D0}$  = ~~average system drift check concentration for zero concentration gas, ppm propane;~~

$C_H$  = ~~actual concentration of the drift check calibration gas, ppm propane;~~

$C_i$  = ~~uncorrected average background VOCM concentration measured at point i, ppm propane;~~

$C_j$  = ~~uncorrected average VOCM concentration measured at point j, ppm propane;~~

$C_M$  = ~~measured concentration of the dilution check gas, ppm propane;~~

DF = ~~dilution factor;~~

G = ~~total VOCM content of captured emissions, kg;~~

$K_1$  =  ~~$1.830 \times 10^{-6}$  kg/(m<sup>3</sup> ppm);~~

n = ~~number of measurement points;~~

$Q_{Gj}$  = ~~average effluent volumetric flow rate corrected to standard conditions at captured emissions point j, m<sup>3</sup>/min;~~

$T_C$  = ~~total duration of capture efficiency sampling run, min.~~

7. ~~CALCULATIONS~~7.1 ~~Total VOM Captured Emissions.~~

$$G = \sum_{j=1}^n C_{Gj} Q_{Gj} T_C K_1 \quad \text{Eq. 1}$$

7.2 ~~VOM Concentration of the Captured Emissions at Point j.~~

$$C_{Gj} = DF (C_j - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 2}$$

7.3 ~~Dilution Factor.~~

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$$D_F = \frac{C_A}{C_M} \quad \text{Eq. 3}$$

~~7.4 — Background VOM Concentration at Point i.~~

$$C_{Bj} = (C_j - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 4}$$

~~7.5 — Average Background Concentration.~~

$$CB = \frac{\sum_{i=1}^n C_{Bj} A_i}{n A_N} \quad \text{Eq. 5}$$

~~NOTE: If the concentration at each point is within 20 percent of the average concentration of all points, the terms "A<sub>i</sub>" and "A<sub>N</sub>" may be deleted from Equation 4.~~

~~Procedure F.2 — Fugitive VOM Emissions from Building Enclosures~~

~~1. — INTRODUCTION~~

~~1.1 — Applicability. This procedure is applicable for determining the fugitive volatile organic materials (VOM) emissions from a building enclosure (BE). It is intended to be used as a segment in the development of liquid/gas or gas/gas protocols for determining VOC capture efficiency (CE) for surface coating and printing operations.~~

~~1.2 — Principle. The total amount of fugitive VOM emissions (F<sub>B</sub>) from the BE is calculated as the sum of the products of the VOM content (C<sub>Fj</sub>) of each fugitive emissions point, its flow rate (Q<sub>Fj</sub>), at time (T<sub>F</sub>).~~

~~1.3 — Measurement Uncertainty. The measurement uncertainties are estimated for each fugitive emissions point as follows: Q<sub>Fj</sub> = ±5.0 percent and C<sub>Fj</sub> = ±5.0 percent. Based on these numbers, the probable uncertainty for F<sub>B</sub> is estimated at about ±11.2 percent.~~

~~1.4 — Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.~~

~~1.5 — Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the~~

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~~equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.~~

## ~~2. APPARATUS AND REAGENTS~~

~~2.1 Gas VOM Concentration. A schematic of the measurement system is shown in Figure 1. The main components are described below:~~

~~2.1.1 Sample Probe. Stainless steel, or equivalent. The probe shall be heated to prevent VOM condensation.~~

~~2.1.2 Calibration Valve Assembly. Three-way valve assembly at the outlet of sample probe to direct the zero and calibration gases to the analyzer. Other methods, such as quick-connect lines, to route calibration gases to the outlet of the sample probe are acceptable.~~

~~2.1.3 Sample Line. Stainless steel or Teflon tubing to transport the sample gas to the analyzer. The sample line must be heated to prevent condensation.~~

~~2.1.4 Sample Pump. A leak-free pump, to pull the sample gas through the system at a flow rate sufficient to minimize the response time of the measurement system. The components of the pump that contact the gas stream shall be constructed of stainless steel or Teflon. The sample pump must be heated to prevent condensation.~~

~~2.1.5 Sample Flow Rate Control. A sample flow rate control valve and rotameter, or equivalent, to maintain a constant sampling rate within 10 percent. The flow rate control valve and rotameter must be heated to prevent condensation. A control valve may also be located on the sample pump bypass loop to assist in controlling the sample pressure and flow rate.~~

~~2.1.6 Sample Gas Manifold. Capable of diverting a portion of the sample gas stream to the flame ionization analyzer (FIA), and the remainder to the bypass discharge vent. The manifold components shall be constructed of stainless steel or Teflon. If emissions are to be measured at multiple locations, the measurement system shall be designed to use separate sampling probes, lines, and pumps for each measurement location and a common sample gas manifold and FIA. The sample gas manifold must be heated to prevent condensation.~~

~~2.1.7 Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

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~~2.1.7.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.2 Calibration Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.1.7.4 Response Time. Less than 30 seconds.~~

~~2.1.8 Integrator/Data Acquisition System. An analog or digital device or computerized data acquisition system used to integrate the FIA response or compute the average response and record measurement date. The minimum data sampling frequency for computing average or integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.1.9 Calibration and Other Gases. Gases used for calibration, fuel, and combustion air (if required) are contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.1.9.1 Fuel. A 40 percent  $H_2$ /60 percent He or 40 percent  $H_2$ /60 percent  $N_2$  gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.1.9.2 Carrier Gas. High purity air with less than 1 ppm of organic material (propane or carbon equivalent) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.1.9.3 FIA Linearity Calibration Gases. Low, mid, and high range gas mixture standards with nominal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.1.10 Particulate Filter. An in-stack or an out-of-stack glass fiber filter is recommended if exhaust has particulate loading is significant. An out-of-stack filter must be heated to prevent any condensation unless it can be demonstrated that no condensation occurs.~~

~~2.2 Fugitive Emissions Volumetric Flow Rate.~~

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~~2.2.1—Flow Direction Indicators. Any means of indicating inward or outward flow, such as light plastic film or paper streamers, smoke tubes, filaments, and sensory perception.~~

~~2.2.2—Method 2 or 2A Apparatus. For determining volumetric flow rate. Anemometers or similar devices calibrated according to the manufacturer's instructions may be used when low velocities are present. Vane anemometers (Young maximum response propeller), specialized pilots with electronic manometers (e.g., Shortridge Instruments Inc., Airdata Multimeter 860) are commercially available with measurement thresholds of 15 and 8 mpm (50 and 25 fpm), respectively.~~

~~2.2.3—Method 3 Apparatus and Reagents. For determining molecular weight of the gas stream. An estimate of the molecular weight of the gas stream may be used if it can be justified.~~

~~2.2.4—Method 4 Apparatus and Reagents. For determining moisture content, if necessary.~~

### ~~3.—DETERMINATION OF VOLUMETRIC FLOW RATE OF FUGITIVE EMISSIONS~~

~~3.1—Preliminary Determinations. The purpose of this exercise is to determine which exhaust points should be measured for volumetric flow rates and VOM concentrations.~~

~~3.1.1—Forced Draft Openings. Identify all forced draft openings. Determine the volumetric flow rate according to Method 2.~~

~~3.1.2—NDO's Exhaust points. The NDO's in the roof of the building or room in which the emission unit is located are considered to be exhaust points. Determine volumetric flow rate from these NDO's. Divide the cross-sectional area according to Method 1 using 12 equal areas. Use the appropriate velocity measurement devices, e.g., propeller anemometers.~~

~~3.1.3—Other NDO's.~~

~~3.1.3.1 This step is optional. Determine the exhaust flow rate, including that of the control device, from the enclosure and the intake air flow rate. If the exhaust flow rate divided by the intake air flow rate is greater than 1.1, then all other NDO's are not considered to be significant exhaust points.~~

~~3.1.3.2 If the option above is not taken, identify all other NDO's and other potential points through which fugitive emissions may escape the enclosure. Then use the following criteria to determine whether flow rate and VOM concentrations need to be measured:~~

~~3.1.3.2.1—Using the appropriate flow direction indicator, determine the flow direction. An~~

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~~NDO with zero or inward flow is not an exhaust point.~~

~~3.1.3.2.2 — Measure the outward volumetric flow rate from the remainder of the NDO's. If the collective flow rate is 2 percent, or less, of the flow rate from Sections 3.1.1 and 3.1.2, then these NDO's, except those within two equivalent diameters (based on NDO opening) from a VOM emitting point, may be considered to be non-exhaust points.~~

~~3.1.3.2.3 — If the percentage calculated in Section 3.1.3.2.2 is greater than 2 percent, those NDO's (except those within two equivalent diameters from a VOM emitting point) whose volumetric flow rate total 2 percent of the flow rate from Sections 3.1.1 and 3.1.2 may be considered as non-exhaust points. All remaining NDO's shall be measured for volumetric flow rate and VOC concentrations during the CE test.~~

~~3.1.3.2.4 — The tester may choose to measure VOM concentrations at the forced-exhaust points and the NDO's. If the total VOM emissions from the NDO's are less than 2 percent of the emissions from the forced draft and roof NDO's, then these NDO's may be eliminated from further consideration.~~

~~3.2 — Determination of Flow Rates.~~

~~3.2.1 — Measure the volumetric flow rate at all locations identified as exhaust points in Section 3.1. Divide each exhaust opening into 9 equal areas for rectangular openings and 8 for circular openings.~~

~~3.2.2 — Measure the velocity at each site at least once every hour during each sampling run using Method 2 or 2A, if applicable, or using the low velocity instruments in Section 2.2.2.~~

~~4. — DETERMINATION OF VOM CONTENT OF FUGITIVE EMISSIONS~~

~~4.1 — Analysis Duration. Measure the VOM responses at each fugitive emission point during the entire test run or, if applicable, while the process is operating. If there are multiple emissions locations, design a sampling system to allow a single FIA to be used to determine the VOM responses at all sampling locations.~~

~~4.2 — Gas VOM Concentration.~~

~~4.2.1 — Assemble the sample train as shown in Figure 1. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.3, respectively.~~

~~4.2.2 — Install the sample probe so that the probe is centrally located in the stack, pipe, or duct,~~

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and is sealed tightly at the stack port connection.

~~4.2.3—Inject zero gas at the calibration valve assembly. Allow the measurement system response to reach zero. Measure the system response time as the time required for the system to reach the effluent concentration after the calibration valve has been returned to the effluent sampling position.~~

~~4.2.4—Conduct a system check before and a system drift check after each sampling run according to the procedures in Sections 5.2 and 5.3. If the drift check following a run indicates unacceptable performance, the run is not valid. The tester may elect to perform drift checks during the run not to exceed one drift check per hour.~~

~~4.2.5—Verify that the sample lines, filter, and pump temperature are  $120 \pm 5^{\circ}\text{C}$ .~~

~~4.2.6—Begin sampling at the start of the test period and continue to sample during the entire run. Record the starting and ending times and any required process information as appropriate. If multiple emission locations are sampled using a single FIA, sample at each location for the same amount of time (e.g., 2 minutes) and continue to switch from one location to another for the entire test run. Be sure that total sampling time at each location is the same at the end of the test run. Collect at least 4 separate measurements from each sample point during each hour of testing. Disregard the response measurements at each sampling location until two times the response time of the measurement system has elapsed. Continue sampling for at least 1 minute and record the concentration measurements.~~

~~4.3—Alternative Procedure. The direct interface sampling and analysis procedure described in Section 7.2 of Method 18 may be used to determine the gas VOM concentration. The system must be designed to collect and analyze at least one sample every 10 minutes.~~

## ~~5.—CALIBRATION AND QUALITY ASSURANCE~~

~~5.1—FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis system and after a~~

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major change is made to the system.

~~5.2 — Systems Drift Checks. Select the calibration gas that most closely approximates the concentration of the captured emissions for conducting the drift checks. Introduce the zero and calibration gas at the calibration valve assembly and verify that the appropriate gas flow rate and pressure are present at the FIA. Record the measurement system responses to the zero and calibration gases. The performance of the system is acceptable if the difference between the drift check measurement and the value obtained in Section 5.1 is less than 3 percent of the span value. Conduct a system drift check at the end of each run.~~

~~5.3 — System Check. Inject the high range calibration gas at the inlet of the sampling probe and record the response. The performance of the system is acceptable if the measurement system response is within 5 percent of the value obtained in Section 5.1 for the high range calibration gas. Conduct a system check before each test run.~~

~~5.4 — Analysis Audit. Immediately before each test analyze an audit cylinder as described in Section 5.2. The analysis audit must agree with the audit cylinder concentration within 10 percent.~~

## ~~6. — NOMENCLATURE~~

~~$C_{DH}$  = average measured concentration for the drift check calibration gas, ppm propane;~~

~~$C_{D0}$  = average system drift check concentration for zero concentration gas, ppm propane;~~

~~$C_{Fj}$  = corrected average VOM concentration of fugitive emissions at point j, ppm propane;~~

~~$C_H$  = actual concentration of the drift check calibration gas, ppm propane;~~

~~$C_j$  = uncorrected average VOM concentration measured at point j, ppm propane;~~

~~$F_B$  = total VOM content of fugitive emissions from the building, kg;~~

~~$K_1$  =  $1.830 \times 10^{-6}$  kg/(m<sup>3</sup>-ppm);~~

~~$n$  = number of measurement points;~~

~~$Q_{Fj}$  = average effluent volumetric flow rate corrected to standard conditions at fugitive~~

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~~emissions point  $j$ ,  $m^3/\text{min}$ ;~~

~~$T_F$  = total duration of capture efficiency sampling run, min.~~

## ~~7. CALCULATIONS~~

### ~~7.1 Total VOM Fugitive Emissions From the Building.~~

$$F_B = \sum_{j=1}^n C_{Fj} Q_{Fj} T_F K_1 \quad \text{Eq. 1}$$

### ~~7.2 VOM Concentration of the Fugitive Emissions at Point $j$ .~~

$$C_{Fj} = (C_j - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 2}$$

## ~~Procedure F.1 Fugitive VOM Emissions from Temporary Enclosures~~

### ~~1. INTRODUCTION~~

~~1.1 Applicability. This procedure is applicable for determining the fugitive volatile organic materials (VOM) emissions from a temporary total enclosure (TTE). It is intended to be used as a segment in the development of liquid/gas or gas/gas protocols for determining VOM capture efficiency (CE) for surface coating and printing operations.~~

~~1.2 Principle. The amount of fugitive VOM emissions (F) from the TTE is calculated as the sum of the products of the VOM content ( $C_{Fj}$ ), the flow rate ( $Q_{Fj}$ ), and the sampling time ( $T_F$ ) from each fugitive emissions point.~~

~~1.3 Estimated Measurement Uncertainty. The measurement uncertainties are estimated for each fugitive emission point as follows:  $Q_{Fj} = \pm$  percent and  $CF_j = \pm 5.0$  percent. Based on these numbers, the probable uncertainty for F is estimated at about  $\pm 7.4$  percent.~~

~~1.4 Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.~~

~~1.5 Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All~~

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~~gas concentrations (percent, ppm) are by volume, unless otherwise noted.~~

~~2. APPARATUS AND REAGENTS~~

~~2.1 Gas VOM Concentration. A schematic of the measurement system is shown in Figure 1. The main components are described below:~~

~~2.1.1 Sample Probe. Stainless steel, or equivalent. The probe shall be heated to prevent VOM condensation.~~

~~2.1.2 Calibration Valve Assembly. Three-way valve assembly at the outlet of sample probe to direct the zero and calibration gases to the analyzer. Other methods, such as quick-connect lines, to route calibration gases to the outlet of the sample probe are acceptable.~~

~~2.1.3 Sample Line. Stainless steel or Teflon tubing to transport the sample gas to the analyzer. The sample line must be heated to prevent condensation.~~

~~2.1.4 Sample Pump. A leak-free pump, to pull the sample gas through the system at a flow rate sufficient to minimize the response time of the measurement system. The components of the pump that contact the gas stream shall be constructed of stainless steel or Teflon. The sample pump must be heated to prevent condensation.~~

~~2.1.5 Sample Flow Rate Control. A sample flow rate control valve and rotameter, or equivalent, to maintain a constant sampling rate within 10 percent. The flow control valve and rotameter must be heated to prevent condensation. A control valve may also be located on the sample pump bypass loop to assist in controlling the sample pressure and flow rate.~~

~~2.1.6 Sample Gas Manifold. Capable of diverting a portion of the sample gas stream to the flame ionization analyzer (FIA), and the remainder to the bypass discharge vent. The manifold components shall be constructed of stainless steel or Teflon. If emissions are to be measured at multiple locations, the measurement system shall be designed to use separate sampling probes, lines, and pumps for each measurement location and a common sample gas manifold and FIA. The sample gas manifold and connecting lines to the FIA must be heated to prevent condensation.~~

~~2.1.7 Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

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~~2.1.7.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.2 Calibration Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.1.7.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.1.7.4 Response Time. Less than 30 seconds.~~

~~2.1.8 Integrator/Data Acquisition System. An analog or digital device or computerized data acquisition system used to integrate the FIA response or compute the average response and record measurement data. The minimum data sampling frequency for computing average or integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.1.9 Calibration and Other Gases. Gases used for calibration, fuel, and combustion air (if required) are contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.1.9.1 Fuel. A 40 percent  $H_2$ /60 percent He or 40 percent  $H_2$ /60 percent  $N_2$  gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.1.9.2 Carrier Gas. High purity air with less than 1 ppm of organic material (as propane or carbon equivalent) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.1.9.3 FIA Linearity Calibration Gases. Low, mid, and high range gas mixture standards with nominal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.1.10 Particulate Filter. An in-stack or an out-of-stack glass fiber filter is recommended if exhaust has particulate loading is significant. An out-of-stack filter must be heated to prevent any condensation unless it can be demonstrated that no condensation occurs.~~

~~2.2 Fugitive Emissions Volumetric Flow Rate.~~

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~~2.2.1—Method 2 or 2A Apparatus. For determining volumetric flow rate.~~

~~2.2.2—Method 3 Apparatus and Reagents. For determining molecular weight of the gas stream. An estimate of the molecular weight of the gas stream may be used if it can be justified.~~

~~2.2.3—Method 4 Apparatus and Reagents. For determining moisture content, if necessary.~~

~~2.3—Temporary Total Enclosure. The criteria for designing a TTE are discussed in Procedure F.~~

### ~~3.—DETERMINATION OF VOLUMETRIC FLOW RATE OF FUGITIVE EMISSIONS~~

~~3.1—Locate all points where emissions are exhausted from the TTE. Using Method 1, determine the sampling points. Be sure to check each site for cyclonic or swirling flow.~~

~~3.2—Measure the velocity at each sampling site at least once every hour during each sampling run using Method 2 or 2A.~~

### ~~4.—DETERMINATION OF VOM CONTENT OF FUGITIVE EMISSIONS~~

~~4.1—Analysis Duration. Measure the VOM responses at each fugitive emission point during the entire test run or, if applicable, while the process is operating. If there are multiple emission locations, design a sampling system to allow a single FIA to be used to determine the VOM responses at all sampling locations.~~

~~4.2—Gas VOM Concentration.~~

~~4.2.1—Assemble the sample train as shown in Figure 1. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.3, respectively.~~

~~4.2.2—Install the sample probe so that the probe is centrally located in the stack, pipe, or duct, and is sealed tightly at the stack port connection.~~

~~4.2.3—Inject zero gas at the calibration valve assembly. Allow the measurement system response to reach zero. Measure the system response time as the time required for the system to reach the effluent concentration after the calibration valve has been returned to the effluent sampling position.~~

~~4.2.4—Conduct a system check before and a system drift check after each sampling run according to the procedures in Sections 5.2 and 5.3. If the drift check following a run indicates~~

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~~unacceptable performance, the run is not valid. The tester may elect to perform system drift checks during the run not to exceed one drift check per hour.~~

~~4.2.5—Verify that the sample lines, filter, and pump temperatures are  $120 \pm 5^{\circ}\text{C}$ .~~

~~4.2.6—Begin sampling at the start of the test period and continue to sample during the entire run. Record the starting and ending times and any required process information as appropriate. If multiple emission locations are sampled using a single FIA, sample at each location for the same amount of time (e.g., 2 minutes) and continue to switch from one location to another for the entire test run. Be sure that total sampling time at each location is the same at the end of the test run. Collect at least 4 separate measurements from each sample point during each hour of testing. Disregard the response measurements at each sampling location until two times the response time of the measurement system has elapsed. Continue sampling for at least 1 minute and record the concentration measurement.~~

~~4.3—Background Concentration.~~

~~4.3.1—Determination of VOM Background Concentration.~~

~~4.3.1.1 Locate all NDO's of the TTE. A sampling point shall be centrally located outside of the TTE at 4 equivalent diameters from each NDO, if possible. If there are more than 6 NDO's, choose 6 sampling points evenly spaced among the NDO's.~~

~~4.3.1.2 Assemble the sample train as shown in Figure 2. Calibrate the FIA and conduct a system check according to the procedures in Sections 5.1 and 5.3.~~

~~4.3.1.3 Position the probe at the sampling location.~~

~~4.3.1.4 Determine the response time, conduct the system check and sample according to the procedures described in Sections 4.2.3 to 4.2.6.~~

~~4.4—Alternative Procedure. The direct interface sampling and analysis procedure described in Section 7.2 of Method 18 may be used to determine the gas VOM concentration. The system must be designed to collect and analyze at least one sample every 10 minutes.~~

~~5.—CALIBRATION AND QUALITY ASSURANCE~~

~~5.1—FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system and~~

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~~adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis system and after a major change is made to the system.~~

~~5.2 — Systems Drift Checks. Select the calibration gas concentration that most closely approximates that of the fugitive gas emissions to conduct the drift checks. Introduce the zero and calibration gas at the calibration valve assembly and verify that the appropriate gas flow rate and pressure are present at the FIA. Record the measurement system responses to the zero and calibration gases. The performance of the system is acceptable if the difference between the drift check measurement and the value obtained in Section 5.1 is less than 3 percent of the span value. Conduct a system drift check at the end of each run.~~

~~5.3 — System Check. Inject the high range calibration gas at the inlet of the sampling probe and record the response. The performance of the system is acceptable if the measurement system response is within 5 percent of the value obtained in Section 5.1 for the high range calibration gas. Conduct a system check before each test run.~~

~~5.4 — Analysis Audit. Immediately before each test analyze an audit cylinder as described in Section 5.2. The analysis audit must agree with the audit cylinder concentration within 10 percent.~~

## 6. — NOMENCLATURE

~~$A_i$  = area of NDO I, ft<sup>2</sup>;~~

~~$A_N$  = total area of all NDO's in the enclosure, ft<sup>2</sup>;~~

~~$C_{Bi}$  = corrected average VOM concentration of background emissions at point i, ppm propane;~~

~~$C_B$  = average background concentration, ppm propane;~~

~~$C_{DH}$  = average measured concentration for the drift check calibration gas, ppm propane;~~

~~$C_{D0}$  = average system drift check concentration for zero concentration gas, ppm~~

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~~propane;~~

~~$C_{Fj}$  = corrected average VOM concentration of fugitive emissions at point j, ppm propane;~~

~~$C_H$  = actual concentration of the drift check calibration gas, ppm propane;~~

~~$C_i$  = uncorrected average background VOM concentration measured at point i, ppm propane;~~

~~$C_j$  = uncorrected average VOM concentration measured at point j, ppm propane;~~

~~$G$  = total VOM content of captured emissions, kg;~~

~~$K_1$  =  $1.830 \times 10^{-6}$  kg/(m<sup>3</sup> ppm);~~

~~$n$  = number of measurement points;~~

~~$Q_{Fj}$  = average effluent volumetric flow rate corrected to standard conditions at captured emissions point j, m<sup>3</sup>/min;~~

~~$T_F$  = total duration of capture efficiency sampling run, min.~~

## ~~7. CALCULATIONS~~

### ~~7.1 Total VOM Fugitive Emissions.~~

$$F = \sum_{j=1}^n (C_{Fj} - C_B) Q_{Fj} T_F K_1 \quad \text{Eq. 1}$$

### ~~7.2 VOM Concentration of the Fugitive Emissions at Point j.~~

$$C_{Fj} = (C_j - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 2}$$

### ~~7.3 Background VOM Concentration at Point i.~~

$$C_{Bj} = (C_j - C_{D0}) \frac{C_H}{C_{DH} - C_{D0}} \quad \text{Eq. 3}$$

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~~7.4—Average Background Concentration.~~

$$CB = \frac{\sum_{i=1}^n C_{B,i} A_i}{nA_N} \quad \text{Eq. 5}$$

~~NOTE: If the concentration at each point is within 20 percent of the average concentration of all points, the terms "A<sub>i</sub>" and "A<sub>N</sub>" may be deleted from Equation 4.~~

~~Procedure L—VOM Input~~~~1.—INTRODUCTION~~

~~1.1—Applicability. This procedure is applicable for determining the input of volatile organic materials (VOM). It is intended to be used as a segment in the development of liquid/gas protocols for determining VOM capture efficiency (CE) for surface coating and printing operations.~~

~~1.2—Principle. The amount of VOM introduced to the process (L) is the sum of the products of the weight (W) of each VOM containing liquid (ink, paint, solvent, etc.) used and its VOM content (V). A sample of each VOM containing liquid is analyzed with a flame ionization analyzer (FIA) to determine V.~~

~~1.3—Estimated Measurement Uncertainty. The measurement uncertainties are estimated for each VOM containing liquid as follows: W = ±2.0 percent and V = ±12.0 percent. Based on these numbers, the probable uncertainty for L is estimated at about ±12.2 percent for each VOM containing liquid.~~

~~1.4—Sampling Requirements. A capture efficiency test shall consist of at least three sampling runs. The sampling time for each run should be at least 8 hours, unless otherwise approved.~~

~~1.5—Notes. Because this procedure is often applied in highly explosive areas, caution and care should be exercised in choosing appropriate equipment and installing and using the equipment. Mention of trade names or company products does not constitute endorsement. All gas concentrations (percent, ppm) are by volume, unless otherwise noted.~~

~~2.—APPARATUS AND REAGENTS~~~~2.1—Liquid Weight.~~

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~~2.1.1—Balances/Digital Scales. To weigh drums of VOC containing liquids to within 0.2 lb.~~

~~2.1.2—Volume Measurement Apparatus (Alternative). Volume meters, flow meters, density measurement equipment, etc., as needed to achieve same accuracy as direct weight measurements.~~

~~2.2—VOM Content (Flame Ionization Analyzer Technique). The liquid sample analysis system is shown in Figures 1 and 2. The following equipment is required:~~

~~2.2.1—Sample Collection Can. An appropriately sized metal can to be used to collect VOM containing materials. The can must be constructed in such a way that it can be grounded to the coating container.~~

~~2.2.2—Needle Valves. To control gas flow.~~

~~2.2.3—Regulators. For carrier gas and calibration gas cylinders.~~

~~2.2.4—Tubing. Teflon or stainless steel tubing with diameters and lengths determined by connection requirements of equipment. The tubing between the sample oven outlet and the FIA shall be heated to maintain a temperature of  $120 \pm 5^{\circ}\text{C}$ .~~

~~2.2.5—Atmospheric Vent. A tee and 0- to 0.5-liter/min rotameter placed in the sampling line between the carrier gas cylinder and the VOC sample vessel to release the excess carrier gas. A toggle valve placed between the tee and the rotameter facilitates leak tests of the analysis system.~~

~~2.2.6—Thermometer. Capable of measuring the temperature of the hot water bath to within  $1^{\circ}\text{C}$ .~~

~~2.2.7—Sample Oven. Heated enclosure, containing calibration gas coil heaters, critical orifice, aspirator, and other liquid sample analysis components, capable of maintaining a temperature of  $120 \pm 5^{\circ}\text{C}$ .~~

~~2.2.8—Gas Coil Heaters. Sufficient lengths of stainless steel or Teflon tubing to allow zero and calibration gases to be heated to the sample oven temperature before entering the critical orifice or aspirator.~~

~~2.2.9—Water Bath. Capable of heating and maintaining a sample vessel temperature of  $100 \pm 5^{\circ}\text{C}$ .~~

~~2.2.10—Analytical Balance. To measure  $\pm 0.001\text{ g}$ .~~

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~~2.2.11 Disposable Syringes. 2 cc or 5 cc.~~

~~2.2.12 Sample Vessel. Glass, 40-ml septum vial. A separate vessel is needed for each sample.~~

~~2.2.13 Rubber Stopper. Two-hole stopper to accommodate 3.2 mm (1/8 in) Teflon tubing, appropriately sized to fit the opening of the sample vessel. The rubber stopper should be wrapped in teflon tape to provide a tighter seal and to prevent any reaction of the sample with the rubber stopper. Alternatively, any leak-free closure fabricated of non-reactive materials and accommodating the necessary tubing fittings may be used.~~

~~2.2.14 Critical Orifices. Calibrated critical orifices capable of providing constant flow rates from 50 to 250 ml/min at known pressure drops. Sapphire orifice assemblies (available from O'Keefe Controls Company) and glass capillary tubing have been found to be adequate for this application.~~

~~2.2.15 Vacuum Gauge. 0 to 760 mm (0 to 30 in) Hg U Tube manometer or vacuum gauge.~~

~~2.2.16 Pressure Gauge. Bourdon gauge capable of measuring the maximum air pressure at the aspirator inlet (e.g., 100 psig).~~

~~2.2.17 Aspirator. A device capable of generating sufficient vacuum at the sample vessel to create critical flow through the calibrated orifice when sufficient air pressure is present at the aspirator inlet. The aspirator must also provide sufficient sample pressure to operate the FIA. The sample is also mixed with the dilution gas within the aspirator.~~

~~2.2.18 Soap Bubble Meter. Of an appropriate size to calibrate the critical orifices in the system.~~

~~2.2.19 Organic Concentration Analyzer. An FIA with a span value of 1.5 times the expected concentration as propane; however, other span values may be used if it can be demonstrated that they would provide more accurate measurements. The system shall be capable of meeting or exceeding the following specifications:~~

~~2.2.19.1 Zero Drift. Less than  $\pm 3.0$  percent of the span value.~~

~~2.2.19.2 Calibration Drift. Less than  $\pm 3.0$  percent of span value.~~

~~2.2.19.3 Calibration Error. Less than  $\pm 5.0$  percent of the calibration gas value.~~

~~2.2.20 Integrator/Data Acquisition System. An analog or digital device or computerized data~~

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~~acquisition system used to integrate the FIA response or compute the average response and record measurement data. The minimum data sampling frequency for computing average or integrated values is one measurement value every 5 seconds. The device shall be capable of recording average values at least once per minute.~~

~~2.2.21 Chart Recorder (Optional). A chart recorder or similar device is recommended to provide a continuous analog display of the measurement results during the liquid sample analysis.~~

~~2.2.22 Calibration and Other Gases. For calibration, fuel, and combustion air (if required) contained in compressed gas cylinders. All calibration gases shall be traceable to NIST standards and shall be certified by the manufacturer to  $\pm 1$  percent of the tag value. Additionally, the manufacturer of the cylinder should provide a recommended shelf life for each calibration gas cylinder over which the concentration does not change more than  $\pm 2$  percent from the certified value. For calibration gas values not generally available, alternative methods for preparing calibration gas mixtures, such as dilution systems, may be used with prior approval.~~

~~2.2.22.1 Fuel. A 40 percent H<sub>2</sub>/60 percent He or 40 percent H<sub>2</sub>/60 percent N<sub>2</sub> gas mixture is recommended to avoid an oxygen synergism effect that reportedly occurs when oxygen concentration varies significantly from a mean value.~~

~~2.2.22.2 Carrier Gas. High purity air with less than 1 ppm of organic material (as propane) or less than 0.1 percent of the span value, whichever is greater.~~

~~2.2.22.3 FIA Linearity Calibration Gases. Low, mid, and high range gas mixture standards with nominal propane concentrations of 20-30, 45-55, and 70-80 percent of the span value in air, respectively. Other calibration values and other span values may be used if it can be shown that more accurate measurements would be achieved.~~

~~2.2.22.4 System Calibration Gas. Gas mixture standard containing propane in air, approximating the undiluted VOM concentration expected for the liquid samples.~~

### ~~3. DETERMINATION OF LIQUID INPUT WEIGHT~~

~~3.1 Weight Difference. Determine the amount of material introduced to the process as the weight difference of the feed material before and after each sampling run. In determining the total VOM containing liquid usage, account for: (a) the initial (beginning) VOM containing liquid mixture; (b) any solvent added during the test run; (c) any coating added during the test run; and (d) any residual VOM containing liquid mixture remaining at the end of the sample run.~~

~~3.1.1 Identify all points where VOM containing liquids are introduced to the process. To~~

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~~obtain an accurate measurement of VOM containing liquids, start with an empty fountain (if applicable). After completing the run, drain the liquid in the fountain back into the liquid drum (if possible), and weigh the drum again. Weigh the VOM containing liquids to  $\pm 0.5$  percent of the total weight (full) or  $\pm 0.1$  percent of the total weight of VOM containing liquid used during the sample run, whichever is less. If the residual liquid cannot be returned to the drum, drain the fountain into a preweighed empty drum to determine the final weight of the liquid.~~

~~3.1.2—If it is not possible to measure a single representative mixture, then weigh the various components separately (e.g., if solvent is added during the sampling run, weigh the solvent before it is added to the mixture). If a fresh drum of VOM containing liquid is needed during the run, then weigh both the empty drum and fresh drum.~~

~~3.2—Volume Measurement (Alternative). If direct weight measurements are not feasible, the tester may use volume meters and flow rate meters (and density measurements) to determine the weight of liquids used if it can be demonstrated that the technique produces results equivalent to the direct weight measurements. If a single representative mixture cannot be measured, measure the components separately.~~

#### ~~4.—DETERMINATION OF VOM CONTENT IN INPUT LIQUIDS~~

##### ~~4.1—Collection of Liquid Samples.~~

~~4.1.1—Collect a 100-ml or larger sample of the VOM containing liquid mixture at each application location at the beginning and end of each test run. A separate sample should be taken of each VOM containing liquid added to the application mixture during the test run. If a fresh drum is needed during the sampling run, then obtain a sample from the fresh drum.~~

~~4.1.2—When collecting the sample, ground the sample container to the coating drum. Fill the sample container as close to the rim as possible to minimize the amount of headspace.~~

~~4.1.3—After the sample is collected, seal the container so the sample cannot leak out or evaporate.~~

~~4.1.4—Label the container to identify clearly the contents.~~

##### ~~4.2—Liquid Sample VOM Content.~~

~~4.2.1—Assemble the liquid VOM content analysis system as shown in Figure 1.~~

~~4.2.2—Permanently identify all of the critical orifices that may be used. Calibrate each critical~~

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~~orifice under the expected operating conditions (i.e., sample vacuum and temperature) against a volume meter as described in Section 5.3.~~

~~4.2.3—Label and tare the sample vessels (including the stoppers and caps) and the syringes.~~

~~4.2.4—Install an empty sample vessel and perform a leak test of the system. Close the carrier gas valve and atmospheric vent and evacuate the sample vessel to 250 mm (10 in) Hg absolute or less using the aspirator. Close the toggle valve at the inlet to the aspirator and observe the vacuum for at least one minute. If there is any change in the sample pressure, release the vacuum, adjust or repair the apparatus as necessary and repeat the leak test.~~

~~4.2.5—Perform the analyzer calibration and linearity checks according to the procedure in Section 5.1. Record the responses to each of the calibration gases and the back-pressure setting of the FIA.~~

~~4.2.6—Establish the appropriate dilution ratio by adjusting the aspirator air supply or substituting critical orifices. Operate the aspirator at a vacuum of at least 25 mm (1 in) Hg heater than the vacuum necessary to achieve critical flow. Select the dilution ratio so that the maximum response of the FIA to the sample does not exceed the high-range calibration gas.~~

~~4.2.7—Perform system calibration checks at two levels by introducing compressed gases at the inlet to the sample vessel while the aspirator and dilution devices are operating. Perform these checks using the carrier gas (zero concentration) and the system calibration gas. If the response to the carrier gas exceeds  $\pm 0.5$  percent of span, clean or repair the apparatus and repeat the check. Adjust the dilution ratio as necessary to achieve the correct response to the upscale check, but do not adjust the analyzer calibration. Record the identification of the orifice, aspiration air supply pressure, FIA back-pressure, and the responses of the FIA to the carrier and system calibration gases.~~

~~4.2.8—After completing the above checks, inject the system calibration gas for approximately 10 minutes. Time the exact duration of the gas injection using a stopwatch. Determine the area under the FIA response curve and calculate the system response factor based on the sample gas flow rate, gas concentration, and the duration of the injection as compared to the integrated response using Equations 2 and 3.~~

~~4.2.9—Verify that the sample oven and sample line temperatures are  $120 \pm 5^\circ\text{C}$  and that the water bath temperature is  $100 \pm 5^\circ\text{C}$ .~~

~~4.2.10—Fill a tared syringe with approximately 1 g of the VOM containing liquid and weigh it. Transfer the liquid to a tared sample vessel. Plug the sample vessel to minimize sample loss.~~

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~~Weigh the sample vessel containing the liquid to determine the amount of sample actually received. Also, as a quality control check, weigh the empty syringe to determine the amount of material delivered. The two coating sample weights should agree within  $\pm 0.02$  g. If not, repeat the procedure until an acceptable sample is obtained.~~

~~4.2.11 Connect the vessel to the analysis system. Adjust the aspirator supply pressure to the correct value. Open the valve on the carrier gas supply to the sample vessel and adjust it to provide a slight excess flow to the atmospheric vent. As soon as the initial response of the FIA begins to decrease, immerse the sample vessel in the water bath. (Applying heat to the sample vessel too soon may cause the FID response to exceed the calibrated range of the instrument, and thus invalidate the analysis.)~~

~~4.2.12 Continuously measure and record the response of the FIA until all of the volatile material has been evaporated from the sample and the instrument response has returned to the baseline (i.e., response less than 0.5 percent of the span value). Observe the aspirator supply pressure, FIA back pressure, atmospheric vent, and other system operating parameters during the run; repeat the analysis procedure if any of these parameters deviate from the values established during the system calibration checks in Section 4.2.7. After each sample perform the drift check described in Section 5.2. If the drift check results are acceptable, calculate the VOM content of the sample using the equations in Section 7. Integrate the area under the FIA response curve, or determine the average concentration response and the duration of sample analysis.~~

## ~~5. CALIBRATION AND QUALITY ASSURANCE~~

~~5.1 FIA Calibration and Linearity Check. Make necessary adjustments to the air and fuel supplies for the FIA and ignite the burner. Allow the FIA to warm up for the period recommended by the manufacturer. Inject a calibration gas into the measurement system and adjust the back pressure regulator to the value required to achieve the flow rates specified by the manufacturer. Inject the zero and the high range calibration gases and adjust the analyzer calibration to provide the proper responses. Inject the low and mid range gases and record the responses of the measurement system. The calibration and linearity of the system are acceptable if the responses for all four gases are within 5 percent of the respective gas values. If the performance of the system is not acceptable, repair or adjust the system and repeat the linearity check. Conduct a calibration and linearity check after assembling the analysis system and after a major change is made to the system.~~

~~5.2 Systems Drift Checks. After each sample, repeat the system calibration checks in Section 4.2.7 before any adjustments to the FIA or measurement system are made. If the zero or calibration drift exceeds  $\pm 3$  percent of the span value, discard the result and repeat the analysis.~~

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~~5.3 — Critical Orifice Calibration.~~

~~5.3.1 — Each critical orifice must be calibrated at the specific operating conditions that it will be used. Therefore, assemble all components of the liquid sample analysis system as shown in Figure 3. A stopwatch is also required.~~

~~5.3.2 — Turn on the sample oven, sample line, and water bath heaters and allow the system to reach the proper operating temperature. Adjust the aspirator to a vacuum of 380 mm (15 in) Hg vacuum. Measure the time required for one soap bubble to move a known distance and record barometric pressure.~~

~~5.3.3 — Repeat the calibration procedure at a vacuum of 406 mm (16 in) Hg and at 25 mm (1 in) Hg intervals until three consecutive determinations provide the same flow rate. Calculate the critical flow rate for the orifice in ml/min at standard conditions. Record the vacuum necessary to achieve critical flow.~~

~~6. — NOMENCLATURE~~

~~$A_L$  = area under the response curve of the liquid sample, area count;~~

~~$A_S$  = area under the response curve of the calibration gas, area count;~~

~~$C_S$  = actual concentration of system calibration gas, ppm propane;~~

~~$K$  =  $1.830 \times 10^{-9}$  kg/(ml ppm);~~

~~$L$  = total VOM content of liquid input, kg;~~

~~$M_L$  = mass of liquid sample delivered to the sample vessel, g;~~

~~$q$  = flow rate through critical orifice, ml/min;~~

~~$RF$  = liquid analysis system response factor, g/area count;~~

~~$T_S$  = total gas injection time for system calibration gas during integrator calibration, min;~~

~~$V_{Fj}$  = final VOM fraction of VOM containing liquid j;~~

~~$V_{Ij}$  = initial VOM fraction of VOM containing liquid j;~~

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~~$V_{Aj}$  = VOM fraction of VOM containing liquid j added during the run;~~

~~$V$  = VOM fraction of liquid sample;~~

~~$W_{Fj}$  = weight of VOM containing liquid j remaining at end of the run, kg;~~

~~$W_{Bj}$  = weight of VOM containing liquid j at beginning of the run, kg;~~

~~$W_{Aj}$  = weight of VOM containing liquid j added during the run, kg.~~

### ~~7. CALCULATIONS~~

#### ~~7.1 Total VOM Content of the Input VOM Containing Liquid.~~

$$\del{L = \sum_{j=1}^n V_{Fj} W_{Fj} = V_{Fj} W_{Fj} + \sum_{j=1}^n V_{Aj} W_{Aj} \quad \text{Eq. 1}}$$

#### ~~7.2 Liquid Sample Analysis System Response Factor for Systems Using Integrators, Grams/Area Counts.~~

$$\del{C_{Bj} = \frac{C_s q T_s K}{A_s} \quad \text{Eq. 2}}$$

#### ~~7.3 VOM Content of the Liquid Sample.~~

$$\del{V = \frac{A_L RF}{M_L} \quad \text{Eq. 3}}$$

### ~~Procedure T Criteria for and Verification of a Permanent or Temporary Total Enclosure~~

#### ~~1. INTRODUCTION~~

~~1.1 Applicability. This procedure is used to determine whether a permanent or temporary enclosure meets the criteria of a total enclosure.~~

~~1.2 Principle. An enclosure is evaluated against a set of criteria. If the criteria are met and if all the exhaust gases are ducted to a control device, then the volatile organic materials (VOM) capture efficiency (CE) is assumed to be 100 percent and CE need not be measured. However, if~~

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~~part of the exhaust gas stream is not ducted to a control device, CE must be determined.~~

## ~~2. DEFINITIONS~~

~~2.1 Natural Draft Opening (NDO) Any permanent opening in the enclosure that remains open during operation of the emission unit and is not connected to a duct in which a fan is installed.~~

~~2.2 Permanent Total Enclosure (PTE) A permanently installed enclosure that completely surrounds an emission unit such that all VOM emissions are captured and contained for discharge through a control device.~~

~~2.3 Temporary Total Enclosure (TTE) A temporarily installed enclosure that completely surrounds an emission unit such that all VOM emissions are captured and contained for discharge through ducts that allow for the accurate measurement of VOM rates.~~

## ~~3. CRITERIA OF A TEMPORARY TOTAL ENCLOSURE~~

~~3.1 Any NDO shall be at least 4 equivalent opening diameters from each VOM emitting point.~~

~~3.2 Any exhaust point from the enclosure shall be at least 4 equivalent Duct or hood diameters from each NDO.~~

~~3.3 The total area of all NDO's shall not exceed 5 percent of the surface area of the enclosure's four walls, floor, and ceiling.~~

~~3.4 The average facial velocity (FV) of air through all NDO's shall be at least 3,600 m/hr (200 fpm). The direction of air through all NDO's shall be into the enclosure.~~

~~3.5 All access doors and windows whose areas are not included in Section 3.3 and are not included in the calculation in Section 3.4 shall be closed during routine operation of the emission unit.~~

## ~~4. CRITERIA OF A PERMANENT TOTAL ENCLOSURE~~

~~4.1 Same as Sections 3.1 and 3.3-3.5.~~

~~4.2 All VOM emissions must be captured and contained for discharge through a control device.~~

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~~5. PROCEDURE~~

~~5.1 Determine the equivalent diameters of the NDO's and determine the distances from each VOM emitting point to all NDO's. Determine the equivalent diameter of each exhaust duct or hood and its distance to all NDO's. Calculate the distances in terms of equivalent diameters. The number of equivalent diameters shall be at least 4.~~

~~5.2 Measure the total area ( $A_t$ ) of the enclosure and the total area ( $A_N$ ) of all NDO's of the enclosure. Calculate the NDO to enclosure area ratio (NEAR) as follows:~~

$$\text{NEAR} = A_N/A_t$$

~~The NEAR must be  $<0.05$ .~~

~~5.3 Measure the volumetric flow rate, corrected to standard conditions, of each gas stream exiting the enclosure through an exhaust duct or hood using EPA Method 2. In some cases (e.g., when the building is the enclosure), it may be necessary to measure the volumetric flow rate, corrected to standard conditions, of each gas stream entering the enclosure through a forced makeup air duct using Method 2. Calculate FV using the following equation:~~

$$\text{FV} = [Q_O - Q_I]/A_N$$

~~where:~~

~~$Q_O$  = the sum of the volumetric flow from all gas streams exiting the enclosure through an exhaust duct or hood.~~

~~$Q_I$  = the sum of the volumetric flow from all gas streams into the enclosure through a forced makeup air duct; zero, if there is no forced makeup air into the enclosure.~~

~~$A_N$  = total area of all NDO's in enclosure.~~

~~The FV shall be at least 3,600 m/hr (200 fpm).~~

~~5.4 Verify that the direction of air flow through all NDO's is inward. Use streamers, smoke tubes, tracer gases, etc. Strips of plastic wrapping film have been found to be effective. Monitor the direction of air flow at intervals of at least 10 minutes for at least 1 hour.~~

~~6. QUALITY ASSURANCE~~

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~~6.1—The success of this protocol lies in designing the TTE to simulate the conditions that exist without the TTE, i.e., the effect of the TTE on the normal flow patterns around the affected emission unit or the amount of fugitive VOM emissions should be minimal. The TTE must enclose the application stations, coating reservoirs, and all areas from the application station to the oven. The oven does not have to be enclosed if it is under negative pressure. The NDO's of the temporary enclosure and a fugitive exhaust fan must be properly sized and placed.~~

~~6.2—Estimate the ventilation rate of the TTE that best simulates the conditions that exist without the TTE, i.e., the effect of the TTE on the normal flow patterns around the affected emission unit or the amount of fugitive VOM emissions should be minimal. Figure 1 may be used as an aid. Measure the concentration ( $C_G$ ) and flow rate ( $Q_G$ ) of the captured gas stream, specify a safe concentration ( $C_E$ ) for the fugitive gas stream, estimate the CE, and then use the plot in Figure 1 to determine the volumetric flowrate of the fugitive gas stream ( $Q_E$ ). A fugitive VOM emission fan that has a variable flow control is desirable.~~

~~6.2.1—Monitor the concentration of VOM into the capture device without the TTE. To minimize the effect of temporal variation on the captured emissions, the baseline measurement should be made over as long a time period as practical. However, the process conditions must be the same for the measurement in Section 6.2.3 as they are for this baseline measurement. This may require short measuring times for this quality control check before and after the construction of the TTE.~~

~~6.2.2—After the TTE is constructed, monitor the VOM concentration inside the TTE. This concentration shall not continue to increase and must not exceed the safe level according to OSHA requirements for permissible exposure limits. An increase in VOM concentration indicates poor TTE design or poor capture efficiency.~~

~~6.2.3—Monitor the concentration of VOM into the capture device with the TTE. To limit the effect of the TTE on the process, the VOM concentration with and without the TTE must be within  $\pm 10$  percent. If the measurements do not agree, adjust the ventilation rate from the TTE until they agree within 10 percent.~~

(Source: Repealed at 30 Ill. Reg. 9799, effective May 15, 2006)

## STATE UNIVERSITIES RETIREMENT SYSTEM

## NOTICE OF ADOPTED AMENDMENT

- 1) Heading of the Part: Universities Retirement
- 2) Code Citation: 80 Ill.Adm.Code 1600
- 3) Section Number: 1600.125                      Proposed Action:  
New Section
- 4) Statutory Authority: 40 ILCS 5/15-177
- 5) Effective Date of Amendment: May 9, 2006
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this amendment contain incorporations by reference? No
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file at the SURS office and is available for public inspection.
- 9) Notice of Proposed Published in the Illinois Register: October 14, 2005; 29 Ill. Reg. 15509
- 10) Has JCAR issued a Statement of Objection to this amendment? No
- 11) Differences between proposal and final version: No changes were made by SURS, and all changes, which were nonsubstantive, in JCAR's proposal have been made.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements issued by JCAR? Yes
- 13) Will this amendment replace any emergency amendments currently in effect? No
- 14) Are there any amendments pending on this Part? Yes

<u>Section Numbers</u>	<u>Proposed Action</u>	<u>Illinois Register Citation</u>
1600.25	New Section	30 Ill. Reg. 6170; April 7, 2006
1600.100	Amendment	30 Ill. Reg. 6170; April 7, 2006
1600.135	New Section	30 Ill. Reg. 6170; April 7, 2006

STATE UNIVERSITIES RETIREMENT SYSTEM

NOTICE OF ADOPTED AMENDMENT

- 15) Summary and Purpose of Amendment: SURS has developed a new rule in order to clarify what items of compensation are includable as "earnings" as described in 40 ILCS 5/15-111.
- 16) Information and questions regarding this adopted amendment shall be directed to:

Albert Lee, Assistant General Counsel  
State Universities Retirement System  
1901 Fox Drive  
Champaign IL 61820

217/378-7516 or 217/378-8855

The full text of the Adopted Amendment begins on the next page:

## STATE UNIVERSITIES RETIREMENT SYSTEM

## NOTICE OF ADOPTED AMENDMENT

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES  
SUBTITLE D: RETIREMENT SYSTEMS  
CHAPTER II: STATE UNIVERSITIES RETIREMENT SYSTEMPART 1600  
UNIVERSITIES RETIREMENT

## SUBPART A: MISCELLANEOUS PROCEDURES

Section	
1600.10	Definitions
1600.20	Dependency of Beneficiaries
1600.30	Crediting Interest on Employee Contributions and Other Reserves
1600.40	Election to Make Contributions Covering Leave of Absence at Less Than 50% Pay
1600.50	Election to Pay Contributions Based Upon Employment Which Preceded Certification as a Participant
1600.55	Election to Make Contributions Covering Periods of Military Leave
1600.60	Sick Leave Accrual Schedule
1600.70	Procedures to be followed in Medical Evaluation of Disability Claims
1600.80	Rules of Practice-Nature and Requirements of Formal Hearings
1600.90	Excess Benefit Arrangement
1600.100	Freedom of Information Act
1600.110	Open Meetings Act
1600.120	Twenty Percent Limitation on Final Rate of Earnings Increases
1600.121	Determination of Final Rate of Earnings Period
1600.122	Employer Contributions for Benefit Increases Resulting from Earnings Increases Exceeding 6%
1600.123	Part-time/Concurrent Service Adjustments
1600.125	<u>Compensation Subject to Withholding</u>
1600.130	Procurement
1600.137	Overpayment Recovery
1600.139	Voluntary Deductions from Annuity Payments
1600.140	Making Preliminary Estimated Payments

## SUBPART B: QUALIFIED ILLINOIS DOMESTIC RELATIONS ORDERS

Section	
1600.150	Definitions
1600.151	Requirements for a Valid Qualified Illinois Domestic Relations Order

## STATE UNIVERSITIES RETIREMENT SYSTEM

## NOTICE OF ADOPTED AMENDMENT

- 1600.152 Curing Minor Deficiencies
- 1600.153 Filing a QILDRO with the System
- 1600.154 Modified QILDROs
- 1600.155 Benefits Affected by a QILDRO
- 1600.156 Effect of a Valid QILDRO
- 1600.157 QILDROs Against Persons Who Became Members Prior to July 1, 1999
- 1600.158 Alternate Payee's Address
- 1600.159 Electing Form of Payment
- 1600.160 Automatic Annual Increases
- 1600.161 Expiration of a QILDRO
- 1600.162 Reciprocal Systems QILDRO Policy Statement
- 1600.163 Providing Benefit Information for Divorce Purposes

1600.APPENDIX A Chart Outlining Hearing Procedures (Repealed)

AUTHORITY: Implementing and authorized by Section 15-177 of the Illinois Pension Code [40 ILCS 5/15-177].

SOURCE: Amended September 2, 1977; amended at 2 Ill. Reg. 31, p.53, effective July 30, 1978; amended at 7 Ill. Reg. 8139, effective June 29, 1983; codified at 8 Ill. Reg. 19683; amended at 11 Ill. Reg. 15656, effective September 9, 1987; amended at 13 Ill. Reg. 18939, effective November 21, 1989; amended at 14 Ill. Reg. 6789, effective April 20, 1990; emergency amendment at 21 Ill. Reg. 4864, effective March 26, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 6095, effective May 2, 1997; amended at 21 Ill. Reg. 11962, effective August 13, 1997; amended at 21 Ill. Reg. 12653, effective August 28, 1997; amended at 22 Ill. Reg. 4116, effective February 9, 1998; amended at 23 Ill. Reg. 13667, effective November 1, 1999; amended at 25 Ill. Reg. 10206, effective July 30, 2001; amended at 28 Ill. Reg. 2292, effective January 23, 2004; expedited correction at 28 Ill. Reg. 7575, effective January 23, 2004; amended at 29 Ill. Reg. 2729, effective March 1, 2005; amended at 29 Ill. Reg. 11819, effective July 12, 2005; amended at 29 Ill. Reg. 14060, effective September 1, 2005; amended at 29 Ill. Reg. 14351, effective September 6, 2005; amended at 30 Ill. Reg. 7778, effective April 5, 2006; amended at 30 Ill. Reg. 9911, effective May 9, 2006.

## SUBPART A: MISCELLANEOUS PROCEDURES

**Section 1600.125 Compensation Subject to Withholding**

Section 15-157 of the Illinois Pension Code requires every participating employee to make contributions of 8% of his or her pay to fund the benefits payable under the State Universities Retirement System. This contribution is deducted from the employee's pay on a pre-tax basis

## STATE UNIVERSITIES RETIREMENT SYSTEM

## NOTICE OF ADOPTED AMENDMENT

and remitted to SURS via payroll deduction. The contributions are made as a percentage of the employee's "earnings". Earnings are defined at Section 15-111 of the Illinois Pension Code [40 ILCS 5/15-111]. This Section states SURS' interpretation of what items of compensation are includable as earnings for the purposes of Section 15-111. The following shall be used when determining whether certain payments to employees are subject to SURS withholding.

a) Determination of the Purpose of the Payment

- 1) If the payment is for services rendered, then the payment is subject to SURS withholding.
- 2) If the payment is for a reason other than services rendered, it would not be subject to SURS withholding.
- 3) Other Payments
  - A) Bonuses; Awards. Bonuses received by an employee that are related to services rendered for a specific period of time, not to exceed one academic year, shall be included in earnings subject to SURS withholding. Awards, such as longevity of service awards or outstanding employee awards, that are not associated with a particular time period are not subject to SURS withholding.
  - B) Retirement Payments or Incentives. Payments made to induce someone to retire, or not to retire, are not for services rendered, but are made in conjunction with an employee's retirement and are not subject to SURS withholding. These payments are also not includable in the final rate of earnings under Section 15-112.
  - C) Group Fringe Benefits. Group fringe benefits provided by the employer are not subject to SURS withholding. However, employer paid premiums on employer-provided group term life insurance in excess of \$50,000 are subject to SURS withholding.
  - D) Housing Allowance. A housing allowance, whether in the form of a direct salary payment or as a residence in which the employee resides, is subject to SURS withholding.
  - F) Automobile Allowance. An automobile allowance in the form of a direct salary payment is subject to SURS withholding. However,

## STATE UNIVERSITIES RETIREMENT SYSTEM

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neither business use nor personal use of an employer-provided automobile is subject to SURS withholding.

G) Non-Qualified Moving Expenses. Non-qualified moving expenses (see 26 USC 217) are not subject to SURS withholding as they are not furnished in lieu of salary.

H) Unused Sick Leave Paid at Termination of Employment. These payments are not subject to SURS withholding, except for collectively bargained payments made in accordance with Section 15-112 of the Illinois Pension Code.

I) Overtime. Overtime is subject to SURS withholding.

J) Miscellaneous Other Benefits. Fringe benefits that are provided in lieu of salary are subject to SURS withholding. Items that are not provided in lieu of salary (such as reimbursement for out-of-pocket travel expenses, relocation expenses, etc.) are not subject to SURS withholding. Items such as country club dues, tuition waivers, tickets to athletic and performing arts events for family members of employees, and other items that are reported as taxable income on the employee's Form W-2 are not subject to SURS withholding, unless those items are a negotiated fringe benefit in lieu of salary.

b) Earning History  
Certain earnings may be excludable from the "final rate of earnings" determined under Section 15-112 of the Illinois Pension Code. Earnings are always attributable to the period when earned, not when paid. SURS reserves the right to reallocate reported earnings to the period when earned, when this is necessary to accurately reflect the employee's earning history.

(Source: Added at 30 Ill. Reg. 9911, effective May 9, 2006)

## SECRETARY OF STATE

## NOTICE OF EMERGENCY AMENDMENTS

- 1) Heading of the Part: Public Library Construction Grants
- 2) Code Citation: 23 Ill. Adm. Code 3060
- 3) 

<u>Section Numbers</u> :	<u>Emergency Action</u> :
3060.1100	Repeal
3060.1110	Amend
- 4) Statutory Authority: Section 3 of the Capital Development Board Act [30 ILCS 420/3] and Section 3 and 8 of the Illinois Library System Act [75 ILCS 10/3 and 8]
- 5) Effective Date of amendments: May 15, 2006
- 6) If this emergency amendment is to expire before the end of the 150-day period, please specify the date on which it is to expire: This emergency rulemaking will not expire sooner than 150 days.
- 7) Date Filed with the Index Department: May 15, 2006
- 8) A copy of the emergency amendments, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Reason for Emergency: Due to an unexpected increase in funding for this program, the Secretary of State as State Librarian has determined that grants larger than anticipated may now be made than were originally anticipated when the most recent amendatory rulemaking for this Part was proposed at 30 Ill. Reg. 2093 (February 17, 2006 *Illinois Register*). In order to maximize the benefits of this grant program and permit grantees to award contracts for construction projects at the lowest possible cost, the State Library plans to eliminate its past practice of processing payments in stages, thereby permitting grantees to pursue an entire contract as soon as possible and avoid rising costs of construction for materials, equipment and services that grantees have experienced in recent months. The Secretary cites the public interest and welfare criteria for emergency rulemaking in Section 5-45 of the IAPA. Additionally, the public safety criterion is also present because some library construction projects relate to public safety considerations (handicapped accessibility, security, etc.). Possible grant recipients will be notified by the Secretary of this emergency rulemaking.
- 10) A Complete Description of the Subjects and Issues Involved: This rulemaking repeals the Section for grants of more than \$50,000 (Section 3060.1100) and applies the Section

## SECRETARY OF STATE

## NOTICE OF EMERGENCY AMENDMENTS

concerning disbursement of grant funds of \$50,000 or less (Section 3060.1110) to all grants regardless of their amount.

- 11) Are there any proposed amendments to this Part pending? Yes

<u>Section Numbers:</u>	<u>Proposed Action:</u>	<u>Ill. Reg. Citation:</u>
3060.100	Amendment	30 Ill. Reg. 2093; February 17, 2006
3060.400	Amendment	30 Ill. Reg. 2093; February 17, 2006
3060.500	Amendment	30 Ill. Reg. 2093; February 17, 2006
3060.600	Amendment	30 Ill. Reg. 2093; February 17, 2006
3060.800	Amendment	30 Ill. Reg. 2093; February 17, 2006

- 12) Statement of Statewide Policy Objectives: These amendments neither create nor expand any State mandate on units of local government, school districts or community college districts.

- 13) Information and questions regarding this emergency rulemaking shall be directed to:

Joe Natale  
Illinois State Library  
300 S. Second  
Springfield IL 62701

(217)558-4185  
jnatale@ilsos.net

The full text of the Emergency Amendments begins on the next page:

SECRETARY OF STATE

NOTICE OF EMERGENCY AMENDMENTS

TITLE 23: EDUCATION AND CULTURAL RESOURCES  
SUBTITLE B: CULTURAL RESOURCES  
CHAPTER I: SECRETARY OF STATE

PART 3060  
PUBLIC LIBRARY CONSTRUCTION GRANTS

SUBPART A: INTRODUCTION

- Section
- 3060.100 Program Purpose
- 3060.200 Duty to Administer
- 3060.400 Definitions

SUBPART B: GRANT APPLICATION

- Section
- 3060.500 Priorities in Library Grant Construction Proposals
- 3060.600 Grant Funding Limitations
- 3060.700 The Chicago Public Library Branches
- 3060.800 Grant Application Procedure
- 3060.900 Requirements and Conditions of Grant Funds
- 3060.1000 Remodeling for Accessibility
- 3060.1050 Shared Use Facilities
- 3060.1100 Disbursement of Grant Funds of \$50,000 or more (Repealed)
- EMERGENCY
- 3060.1110 Disbursement of Grant Funds ~~of \$50,000 or less~~
- EMERGENCY

SUBPART C: APPEAL PROCEDURE

- Section
- 3060.2000 Appeal Procedure

3060.APPENDIX A EDA Qualified Areas (Repealed)

AUTHORITY: Implementing Section 3 of the Capital Development Bond Act of 1972 [30 ILCS 420/3] and authorized by Sections 3 and 8 of the Illinois Library System Act [75 ILCS 10/3 and 8].

## SECRETARY OF STATE

## NOTICE OF EMERGENCY AMENDMENTS

SOURCE: Emergency rules adopted and codified at 7 Ill. Reg. 2017, effective January 28, 1983, for a maximum of 150 days; emergency expired June 27, 1983; adopted at 8 Ill. Reg. 2510, effective February 10, 1984; Part repealed, new Part adopted by emergency action at 9 Ill. Reg. 4560, effective March 20, 1985, for a maximum of 150 days; emergency expired August 17, 1985; Part repealed, new Part adopted at 9 Ill. Reg. 15004, effective September 25, 1985; emergency amendment at 9 Ill. Reg. 17885, effective November 4, 1985, for a maximum of 150 days; emergency expired April 3, 1986; amended at 10 Ill. Reg. 20002, effective November 19, 1986; amended at 12 Ill. Reg. 11264, effective July 1, 1988; emergency amendment at 17 Ill. Reg. 18687, effective October 12, 1993, for a maximum of 150 days; amended at 18 Ill. Reg. 4996, effective March 14, 1994; amended at 19 Ill. Reg. 12493, effective August 22, 1995; amended at 20 Ill. Reg. 13078, effective September 20, 1996; emergency amendment at 20 Ill. Reg. 15081, effective November 7, 1996, for a maximum of 150 days; amended at 21 Ill. Reg. 4981, effective April 3, 1997; amended at 23 Ill. Reg. 12717, effective October 4, 1999; amended at 25 Ill. Reg. 8352, effective July 1, 2001; amended at 26 Ill. Reg. 12014, effective August 1, 2002; amended at 27 Ill. Reg. 17089, effective November 1, 2003; amended at 28 Ill. Reg. 15607, effective December 1, 2004; amended at 29 Ill. Reg. 13885, effective September 1, 2005; emergency amendment at 30 Ill. Reg. 9917, effective May 15, 2006, for a maximum of 150 days.

## SUBPART B: GRANT APPLICATION

**Section 3060.1100 Disbursement of Grant Funds of \$50,000 or more (Repealed)**  
**EMERGENCY**

~~For grants of \$50,000 or more, the Illinois State Library shall disburse grant funds in accordance with the following schedule:~~

- ~~a) 45% upon approval of the subject application and execution of the grant agreement;~~
- ~~b) 45% upon receipt by the Illinois State Library of the following items:
  - ~~1) A list of bids submitted and bids accepted;~~
  - ~~2) A revised project budget after bids have been accepted;~~
  - ~~3) A revised construction schedule after bids have been accepted;~~
  - ~~4) A copy of the building permit issued by the appropriate corporate authority;~~~~

## SECRETARY OF STATE

## NOTICE OF EMERGENCY AMENDMENTS

- 5) ~~Copies of each contract signed, including:~~
  - A) ~~general contractor;~~
  - B) ~~prime contractor;~~
  - C) ~~any contracts for which separate bids were advertised and received (e.g., carpeting, equipment);~~
  - D) ~~subcontractors (if contracts are to be signed later, copies can be sent as signed but prior to the start of the subcontractor's work);~~
- 6) ~~Notification of the erection on the construction site of a sign stating that library construction funds administered by the Secretary of State are being used for the construction;~~
- 7) ~~Quarterly narrative and financial reports to date;~~
- 8) ~~Letter of notification as to the official date of actual construction start. Construction should begin within 140 days after the effective date of the contract with the Illinois State Library according to Section 3060.600(f) of this Part;~~
- 9) ~~Submission of any projected project expenditure changes including identification in detail of how the grant is to be spent;~~
- e) ~~10% upon completion of the project and receipt and approval of the close-out reports and audit by the Illinois State Library.~~

(Source: Repealed by emergency rulemaking at 30 Ill. Reg. 9917, effective May 15, 2006, for a maximum of 150 days)

**Section 3060.1110 Disbursement of Grant Funds ~~of \$50,000 or Less~~**  
**EMERGENCY**

- a) For grants under this Part~~of \$50,000 or less~~, the State Library shall make a lump sum payment upon the signing of the grant contract with the Secretary of State.
- b) Throughout the course of the project, the grantee shall submit the following:

## SECRETARY OF STATE

## NOTICE OF EMERGENCY AMENDMENTS

- 1) A list of bids submitted and bids accepted;
  - 2) A revised project budget after bids have been accepted;
  - 3) A revised construction schedule after bids have been accepted;
  - 4) A copy of the building permit issued by the appropriate corporate authority;
  - 5) Copies of each contract signed, including:
    - A) general contractor;
    - B) prime contractor;
    - C) any contracts for which separate bids were advertised and received (e.g., carpeting, equipment);
    - D) subcontractors (if contracts are to be signed later, copies can be sent as signed but prior to the start of the subcontractor's work);
  - 6) Notification of the erection on the construction site of a sign stating that library construction funds administered by the Secretary of State are being used for the construction;
  - 7) Quarterly narrative and financial reports to date;
  - 8) Letter of notification as to the official date of actual construction start. Construction should begin within 140 days after the effective date of the contract with the Illinois State Library, according to Section 3060.600(f) of this Part;
  - 9) Submission of any projected project expenditure changes, including identification in detail of how the grant is to be spent.
- c) Upon completion of the project, submit for approval the close-out reports and audit by the Illinois State Library as specified in Section 3060.800(b)(2)(Q) of this Part.

SECRETARY OF STATE

NOTICE OF EMERGENCY AMENDMENTS

(Source: Amended by emergency rulemaking at 30 Ill. Reg. 9917, effective May 15, 2006, for a maximum of 150 days)

JOINT COMMITTEE ON ADMINISTRATIVE RULES  
ILLINOIS GENERAL ASSEMBLY

STATEMENT OF OBJECTION  
TO PROPOSED RULEMAKING

DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

Heading of the Part: The Illinois Prescription Drug Discount Program

Code Citation: 89 Ill. Adm. Code 126

Section Numbers: 126.40

Date Originally Published in the Illinois Register: 1/13/06  
30 Ill. Reg. 325

At its meeting on May 9, 2006, the Joint Committee on Administrative Rules objected to Section 126.40 of the Department of Healthcare and Family Services' rulemaking titled The Illinois Prescription Drug Discount Program (89 Ill. Adm. 126; 30 Ill. Reg. 325) because, while that Section establishes the \$10 enrollment fee, it also allows the HFS Director to lower that fee to reflect actual costs. Not only could this result in HFS implementing policy outside rule, but discretionary changes in the fee could result in inequitable treatment of program participants.

Failure of the agency to respond within 90 days after receipt of the Statement of Objection shall constitute withdrawal of this proposed rulemaking. The agency's response will be placed on the JCAR agenda for further consideration.

JOINT COMMITTEE ON ADMINISTRATIVE RULES  
ILLINOIS GENERAL ASSEMBLY

STATEMENT OF OBJECTION  
TO PROPOSED RULEMAKING

DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

Heading of the Part: Real Estate License Act of 2000

Code Citation: 68 Ill. Adm. Code 1450

Section Number: 1450.140

Date Originally Published in the Illinois Register: 11/4/05  
29 Ill. Reg. 17959

At its meeting on May 9, 2006, the Joint Committee on Administrative Rules objected to Section 1450.140 of the Department of Financial and Professional Regulation's rulemaking titled "Real Estate License Act of 2000", because Section 1450.140 lacks clarity in regard to what constitutes prohibited advertising for a property zoned single family.

Failure of the agency to respond within 90 days after receipt of the Statement of Objection shall constitute withdrawal of this proposed rulemaking. The agency's response will be placed on the JCAR agenda for further consideration.

## DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES

NOTICE OF AGENCY REFUSAL TO MODIFY PROPOSED RULES IN RESPONSE TO  
THE OBJECTION OF THE JOINT COMMITTEE ON ADMINISTRATIVE RULES

- 1) Heading of the Part: The Illinois Prescription Drug Discount Program
- 2) Code Citation: 89 Ill Adm. Code 126
- 3) Section Number: 126.40                      Action: Refusal to Accept the Objection
- 4) Date Originally Published in the Illinois Register: January 13, 2006; 30 Ill. Reg. 325
- 5) JCAR Statement of Objection Published in the Illinois Register: May 26, 2006; 30 Ill. Reg. 9924
- 6) Summary of Action Taken by the Agency: At its May 9, 2006 meeting, the Joint Committee on Administrative Rules issued an Objection to Section 126.40 of the Department of Healthcare and Family Services' rulemaking titled "The Illinois Prescription Drug Discount Program" (89 Ill. Adm. Code 126), which was published on January 13, 2006, at 30 Ill. Reg. 325. JCAR objects to language that allows the HFS Director to, at his or her discretion, reduce the annual enrollment fee based upon actual administrative costs because the Committee feels this allows HFS to implement policy outside rule and that discretionary changing of the fee could result in inequitable treatment of program participants.

This proposed rulemaking implements Public Act 94-86, effective January 1, 2006, which states that an eligible Illinois resident whose application has been approved must pay the fee determined by the Director upon enrollment and annually thereafter...[320 ILCS 55/35(a)]. It further states that the Department may reduce the annual enrollment fee by rule if the revenue from the enrollment fees is in excess of the costs to carry out the program [320 ILCS 55/35(b)]. Additionally, HFS feels that members currently enrolled in the program will benefit from the lower fee upon renewal and, thus, no "inequitable treatment of program participants" occurs.

The Department disagrees with the Objection and respectfully refuses to modify the rulemaking to meet the Objection of the Joint Committee on Administrative Rules.

## DEPARTMENT OF HUMAN SERVICES

AGENCY RESPONSE TO JOINT COMMITTEE RECOMMENDATION TO PROPOSED  
RULEMAKING

Agency: Department of Human Services

Heading of the Part: Child Care

Code Citation: 89 Ill. Adm. Code 50

Register Citation: 29 Ill. Reg. 13156; August 26, 2005

Agency Response to Joint Committee Recommendation:

At its meeting on February 14, 2006, the Joint Committee on Administrative Rules considered the above-cited rulemaking and recommended that DHS pay closer attention to its future rulemaking activities so that gaps do not occur between the expiration of the emergency rule and adoption of the permanent rulemaking, to avoid a time period in which it is enforcing policy not in rule.

The Department of Human Services has reviewed the recommendation from the Joint Committee on Administrative Rules regarding the above-cited proposed rulemaking and accepts the recommendation. The Department will make every attempt to adopt permanent rulemakings prior to the expiration of the emergency rule in future rulemakings.

## ILLINOIS RACING BOARD

NOTICE OF WITHDRAWAL TO MEET THE OBJECTION OF THE JOINT COMMITTEE  
ON ADMINISTRATIVE RULES

- 1) Heading of the Part: Discretionary Rules
- 2) Code Citation: 11 Ill. Adm. Code 323
- 3) 

<u>Section Numbers:</u>	<u>Action:</u>
323.10	Withdraw
323.20	Withdraw
323.30	Withdraw
323.40	Withdraw
323.50	Withdraw
- 4) Date Notice of Proposed Amendments Published in the Illinois Register: 29 Ill. Reg. 20310; December 16, 2005
- 5) Date JCAR Statement of Objection Published in the Register: 30 Ill. Reg. 7984; April 28, 2006
- 6) Summary of Action Taken by the Agency: Withdrawal of the rulemaking

## ILLINOIS RACING BOARD

NOTICE OF WITHDRAWAL TO MEET THE OBJECTION OF THE JOINT COMMITTEE  
ON ADMINISTRATIVE RULES

- 1) Heading of the Part: Discretionary Rules (Repealer)
- 2) Code Citation: 11 Ill. Adm. Code 1425
- 3) 

<u>Section Numbers:</u>	<u>Action:</u>
1425.10	Withdraw
1425.20	Withdraw
1425.30	Withdraw
1425.40	Withdraw
1425.50	Withdraw
- 4) Date Notice of Proposed Amendments Published in the Illinois Register: 29 Ill. Reg. 20314; December 16, 2005
- 5) Date JCAR Statement of Objection Published in the Register: 30 Ill. Reg. 7985; April 28, 2006
- 6) Summary of Action Taken by the Agency: Withdrawal of the rulemaking

JOINT COMMITTEE ON ADMINISTRATIVE RULES  
ILLINOIS GENERAL ASSEMBLY

SECOND NOTICES RECEIVED

The following second notices were received by the Joint Committee on Administrative Rules during the period of May 9, 2006 through May 15, 2006 and have been scheduled for review by the Committee at its June 13, 2006 meeting in Chicago. Other items not contained in this published list may also be considered. Members of the public wishing to express their views with respect to a rulemaking should submit written comments to the Committee at the following address: Joint Committee on Administrative Rules, 700 Stratton Bldg., Springfield IL 62706.

<u>Second Notice Expires</u>	<u>Agency and Rule</u>	<u>Start Of First Notice</u>	<u>JCAR Meeting</u>
6/22/06	<u>Department of Revenue</u> , Telefile Program (86 Ill. Adm. Code 770)	11/28/05 29 Ill. Reg. 19147	6/13/06
6/23/06	<u>Property Tax Appeal Board</u> , Practice and Procedure for Appeals Before the Property Tax Appeal Board (86 Ill. Adm. Code 1910)	3/24/06 30 Ill. Reg. 5499	6/13/06
6/23/06	<u>Secretary of State</u> , Business Corporation Act (14 Ill. Adm. Code 150)	3/3/06 30 Ill. Reg. 2595	6/13/06
6/23/06	<u>Secretary of State</u> , General Not For Profit Corporations (14 Ill. Adm. Code 160)	3/3/06 30 Ill. Reg. 2600	6/13/06
6/23/06	<u>Secretary of State</u> , Limited Liability Company Act (14 Ill. Adm. Code 178)	3/3/06 30 Ill. Reg. 2603	6/13/06
6/23/06	<u>Secretary of State</u> , Uniform Commercial Code (14 Ill. Adm. Code 180)	3/3/06 30 Ill. Reg. 2611	6/13/06
6/23/06	<u>Department of Revenue</u> , Payment of Taxes by Electronic Funds Transfer (86 Ill. Adm. Code 750)	11/28/05 29 Ill. Reg. 19134	6/13/06

JOINT COMMITTEE ON ADMINISTRATIVE RULES  
ILLINOIS GENERAL ASSEMBLY

## SECOND NOTICES RECEIVED

6/23/06	<u>Department of Revenue</u> , Electronic Filing of Returns or Other Documents (86 Ill. Adm. Code 760)	11/28/05 29 Ill. Reg. 19141	6/13/06
6/24/06	<u>Department of Labor</u> , Day and Temporary Labor Services Act (56 Ill. Adm. Code 260)	12/23/05 29 Ill. Reg. 20597	6/13/06
6/24/06	<u>Department of Natural Resources</u> , Designation of Restricted Waters in the State of Illinois (17 Ill. Adm. Code 2030)	3/24/06 30 Ill. Reg. 5492	6/13/06
6/24/06	<u>Department of Central Management Services</u> , Standard Procurement (44 Ill. Adm. Code 1)	10/21/05 29 Ill. Reg. 15678	6/13/06
6/24/06	<u>Department of Central Management Services</u> , Acquisition, Management and Disposal of Real Property (44 Ill. Adm. Code 5000)	11/28/05 29 Ill. Reg. 18977	6/13/06

## ILLINOIS HOUSING DEVELOPMENT AUTHORITY

## JULY 2006 REGULATORY AGENDA

- a) Part(s) (Heading and Code Citation): Multifamily Rental Housing Mortgage Loan Program 47 Ill. Adm. Code 310

1) Rulemaking:

- A) Description: Amend various sections to conform with updated guidelines.
- B) Statutory Authority: Sections 7.19 and 7.23 of the Illinois Housing Development Act [20 ILCS 3805/7.19 and 7.23].
- C) Scheduled meeting/hearing dates: October, 2006
- D) Date agency anticipates First Notice: October, 2006
- E) Affect on small businesses, small municipalities or not for profit corporations: None
- F) Agency contact person for information:  
Name: Richard B. Muller.  
Address: Illinois Housing Development Authority  
401 N. Michigan Ave., Ste. 900  
Chicago, IL 60611  
Telephone: 312-836-5327
- G) Related rulemakings and other pertinent information: None

- b) Part(s) (Heading and Code Citation): Affordable Housing Program 47 Ill. Adm. Code 360

1) Rulemaking:

- A) Description: Amend various sections to conform with updated guidelines.
- B) Statutory Authority: Section 4 and 7(e) of the Illinois Affordable Housing Act 310 ILCS 65/4 and Sections 7.19 and 7.25 of the Illinois Housing Development Act [20 ILCS 3805/7.19 and 7.25].

## ILLINOIS HOUSING DEVELOPMENT AUTHORITY

## JULY 2006 REGULATORY AGENDA

- C) Scheduled meeting/hearing dates: October, 2006
  - D) Date agency anticipates First Notice: October, 2006
  - E) Affect on small businesses, small municipalities or not for profit corporations: None
  - F) Agency contact person for information:  
  
Name: Richard B. Muller.  
Address: Illinois Housing Development Authority  
401 N. Michigan Ave., Ste. 900  
Chicago, IL 60611  
Telephone: 312-836-5327
  - G) Related rulemakings and other pertinent information: None
- c) Part(s) (Heading and Code Citation): Single Family Mortgage Purchase Program 47 Ill. Adm. Code 220
- 1) Rulemaking:
    - A) Description: Repeal the rule.
    - B) Statutory Authority: Mortgage Subsidy Bond Tax Act of 1980 (26 U.S.C. 103A) and authorized by Sections 7.19 and 7.23 of the Illinois Housing Development Act [20 ILCS 3805/7.19 and 7.23].
    - C) Scheduled meeting/hearing dates: October, 2006
    - D) Date agency anticipates First Notice: October, 2006
    - E) Affect on small businesses, small municipalities or not for profit corporations: None
    - F) Agency contact person for information:

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ILLINOIS HOUSING DEVELOPMENT AUTHORITY

JULY 2006 REGULATORY AGENDA

Name: Richard B. Muller.

Address: Illinois Housing Development Authority

401 N. Michigan Ave., Ste. 900

Chicago, IL 60611

Telephone: 312-836-5327

G) Related rulemakings and other pertinent information: None

## DEPARTMENT OF HUMAN RIGHTS

## JULY 2006 REGULATORY AGENDA

- a) Part(s) (Heading and Code Citation): Procedures Applicable to All Agencies (44 Ill. Adm. Code 750).
- 1) Rulemaking:
- A) Description: The proposed amendment updates the identified protected categories by adding "sexual orientation", "military status", and "citizenship status", consistent with Section 1-102 of the Illinois Human Rights Act [775 ILCS 5/1-102].
- B) Statutory Authority: Implementing Sections 2-105(A), 7-101(A), and 7-105(A) and authorized by Sections 7-101(A) and 7-105(A) of the Illinois Human Rights Act [775 ILCS 5/2-105(A), 7-101(A) and 7-105].
- C) Scheduled meeting/hearing dates: No meetings or hearings are scheduled or anticipated at this time.
- D) Date agency anticipates First Notice: No First Notice date has been determined.
- E) Effect on small business, small municipalities or not for profit corporations: The proposed amendment affects any contractor with the State, any of its political subdivisions, or any municipal corporations.
- F) Agency contact person for information:
- Brent A. Harzman  
Staff Attorney  
Illinois Department of Human Rights – Legal Division  
100 W. Randolph St., Ste. 10-100  
Chicago, IL 60601  
(312) 814-1906 or (312) 263-1579 (TTY)
- G) Related rulemaking and other pertinent information: None
- b) Part(s) (Heading and Code Citation): Procedures of the Department of Human Rights (56 Ill. Adm. Code 2520).
- 1) Rulemaking:

## DEPARTMENT OF HUMAN RIGHTS

## JULY 2006 REGULATORY AGENDA

- A) Description: The proposed amendments will clarify the Department's procedures regarding charges filed with the United States Equal Employment Opportunity Commission, a respondent filing a verified response to an amended charge, and a respondent providing updated contact information. Pursuant to Section 7A-102(C)(4) of the Illinois Human Rights Act [775 ILCS 5/7A-102(C)(4)], a party's failure to attend a fact finding conference without good cause may result in dismissal or default. A party's failure to attend a fact finding conference without good cause was at issue in *Ferrari v. the Illinois Department of Human Rights*, 351 Ill.App.3d 1099, 815 N.E.2d 417 (4<sup>th</sup> Dist. August 4, 2004), petition for leave to appeal denied January 26, 2005, and in *Denny's, Inc., v. the Illinois Department of Human Rights*, 363 IllApp.3d 1, 841 N.E.2d 438 (1st Dist. 2005). The proposed amendments will modify procedures for the Department's fact finding conference process consistent with these cases. The proposed amendments will also correct the text of several sections for consistency and typographical errors.
- B) Statutory Authority: Implementing Articles 1 through 7B of the Illinois Human Rights Act [775 ILCS 5/Arts. 1 through 7B] and the Intergovernmental Cooperation Act [5 ILCS 220], and authorized by Sections 7-101(A) and 7-105(A) of the Illinois Human Rights Act [775 ILCS 5/7-101(A) and 7-105(A)].
- C) Scheduled meeting/hearing dates: No meetings or hearings are scheduled or anticipated at this time.
- D) Date agency anticipates First Notice: No First Notice date has been determined.
- E) Effect on small business, small municipalities or not for profit corporations: The proposed amendments affect any entity subject to the Illinois Human Rights Act [775 ILCS 5/1-101 et seq.].
- F) Agency contact person for information:

Brent A. Harzman  
Staff Attorney  
Illinois Department of Human Rights – Legal Division  
100 W. Randolph St., Ste. 10-100  
Chicago, IL 60601

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DEPARTMENT OF HUMAN RIGHTS

JULY 2006 REGULATORY AGENDA

(312) 814-1906 or (312) 263-1579 (TTY)

- G) Related rulemaking and other pertinent information: None

## PROCLAMATION

**2006-176****THE HONORABLE LOVANA "LOU" JONES MEMORIAL DAYS**

WHEREAS, Representative Lovana "Lou" Jones, a loyal public servant to the State of Illinois, was born on March 28, 1938 in Mansfield, Ohio, and moved to the Douglas/Grand Boulevard neighborhood of Chicago with her family in 1959; and

WHEREAS, Representative Jones' service to Illinois began in 1987 when she was elected to represent the 26<sup>th</sup> Representative District, which stretches from Chicago's Near North Side to the Kenwood neighborhood. Loved and respected by her constituency, she was re-elected to this post for nine more consecutive terms; and

WHEREAS, throughout her tenure in the Illinois House, Representative Jones was a vocal leader on children's issues, women's issues and reforming the state correctional system. She also worked hard to bring more financial options to inner city residents and has fought for greater protections for consumers; and

WHEREAS, on Monday, May 8, 2006, Representative Lou Jones passed away at the age of 68. She is survived by her two children and eight grandchildren; and

WHEREAS, Representative Jones' service to Illinois for nearly 20 years was truly exemplary, and she will be greatly missed not only by her family and friends, but also by her peers, colleagues and everyone who was fortunate enough to have met or worked with her over the years; and

WHEREAS, on this solemn occasion, the State of Illinois will fly flags at half-staff on May 9<sup>th</sup> and 10<sup>th</sup> to honor the life and achievements of Representative Jones:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 9 - 10, 2006 as THE HONORABLE LOVANA "LOU" JONES MEMORIAL DAYS in Illinois, and order all state facilities to fly their flags at half-staff for the entirety of these two days.

Issued by the Governor on May 9, 2006.

Filed by the Secretary of State May 9, 2006.

**2006-177****NATIONAL TRANSPORTATION WEEK**

WHEREAS, our transportation system not only gives us freedom and mobility, allowing us to move from place to place, but it also boosts the nation's economy, and strengthens our nation's security; and

## PROCLAMATION

WHEREAS, advancing knowledge of the transportation industry and increasing public awareness on the significant nature transportation plays in the nation's economy, are two goals the National Defense Transportation Association (NDTA) has set forth for National Transportation Week; and

WHEREAS, the first National Transportation Week was observed in 1953 with the help of the Women's Transportation Club of Houston. This group originally set up a scholarship program benefiting transportation degree students at the University of Houston, but with no interested applicants; and

WHEREAS, seeing that the students and the public were virtually unaware and uninterested in the transportation industry, attempts were then made to sway past Presidents of the United States to proclaim National Transportation Week as a way of promoting the transportation industry, though their efforts were not officially honored until 1962; and

WHEREAS, in Illinois, not only has our Department of Transportation been expanding the road system and supporting public transportation, but has been successful in reducing highway fatalities, improving opportunities for small, women, and minority owned businesses and upgrading process management throughout the organization. IDOT was the first state Department of Transportation to receive ISO 9001:2000 certification, an international standard that provides a universal baseline for quality process management; and

WHEREAS, this year, the annual National Transportation Week Conference and Expo will culminate the week's events:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 15 – 19, 2006 as NATIONAL TRANSPORTATION WEEK in Illinois, and commend the outstanding accomplishments of the men and women who keep our transportation systems going, whether they be the distributors that transport goods, or the laborers of our highways.

Issued by the Governor on May 9, 2006.

Filed by the Secretary of State May 9, 2006.

**2006-178****PROVIDER APPRECIATION DAY**

WHEREAS, early childhood is the most critical developmental period for all children; and

WHEREAS, 2.8 million people earn a living by teaching and caring for young children or by working in jobs directly related to this field; and

## PROCLAMATION

WHEREAS, of the 21 million children under age six in America, 13 million are in child care at least part time. An additional 28 million school-age children are in some form of child care outside of school time; and

WHEREAS, seeing the need for a day to appreciate and recognize child care providers, a group of volunteers in New Jersey started Provider Appreciation Day in 1996; and

WHEREAS, by calling attention to the importance of high quality child care services for all children and families in our state, these provider groups hope to improve the quality and availability of such services:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 12, 2006 as PROVIDER APPRECIATION DAY in Illinois and urge all citizens to join me in recognizing Illinois' child care providers for their commitment and dedication to our children.

Issued by the Governor on May 9, 2006.

Filed by the Secretary of State May 9, 2006.

**2006-179****KIDS DAY AMERICA/INTERNATIONAL**

WHEREAS, Kids Day America/International is a special day that Chiropractors' offices around the world host every year to teach kids about health, safety, and the environment; and

WHEREAS, Kids Day America/International offers children a fun atmosphere where they can not only learn, but also win prizes and enjoy recreational activities; and

WHEREAS, the day's educational safety activities includes local police and fire officials teaching children proper bicycle helmet safety and fire and smoke safety; and

WHEREAS, during Kids Day America/International, kids also learn about healthy eating and exercise habits, as well as the negative effects that drugs and alcohol can have on a person's health. Additionally, children can get a free spinal health examination from local chiropractors; and

WHEREAS, Kids Day America/International teaches children about pollution control, and how they can help the environment by recycling and performing other environmentally conscious activities; and

## PROCLAMATION

WHEREAS, with the aid of local police and sheriff's departments, every child that attends Kids Day America/International has the opportunity to complete their very own Child Safety ID Card, which is an important measure in keeping our children safe; and

WHEREAS, this year's Kids Day America/International in Illinois is being held on May 20, 2006 in Algonquin. It will provide children with information on vital issues in our society, and help to make them safer, healthier and more environmentally conscious citizens of Illinois:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 20, 2006 as KIDS DAY AMERICA/INTERNATIONAL in Illinois, and encourage all citizens to support events that help the children of Illinois to become better educated, and more well-rounded individuals.

Issued by the Governor on May 9, 2006.

Filed by the Secretary of State May 9, 2006.

**2006-180****NATIONAL ASSOCIATION OF INSURANCE WOMEN WEEK**

WHEREAS, insurance professionals work in every facet of the industry – as agents for both property and casualty and/or life & health, brokers, adjusters, underwriters, claims professionals, risk managers, financial advisors, attorneys, certified public accountants, and information technology professionals; and

WHEREAS, they are increasingly effective locally and statewide in promoting public awareness of important issues such as automobile safety and drunk driving; and

WHEREAS, they are committed to maintaining the highest professional standards and ethics in the insurance industry; and

WHEREAS, founded in 1940, the National Association of Insurance Women, International, which has 39 women representing 17 regional insurance clubs, has been dedicated to the professional development of its members and the insurance and risk management industries through innovative education programs and meetings offered at the local, state, and region; and

WHEREAS, these insurance professionals have earned this recognition for their outstanding accomplishments in the economically vital insurance industry; and

WHEREAS, the United States Chamber of Commerce recognizes National Association of Insurance Women Week every year in May:

## PROCLAMATION

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 21–27, 2006 as NATIONAL ASSOCIATION OF INSURANCE WOMEN WEEK in Illinois, and encourage all citizens to recognize the important role insurance professionals play in our society.

Issued by the Governor on May 9, 2006.

Filed by the Secretary of State May 9, 2006.

**2006-181****ALS AWARENESS MONTH**

WHEREAS, amyotrophic lateral sclerosis (ALS), most commonly known as Lou Gehrig's Disease, is a progressive fatal neurodegenerative disease that attacks the motor neurons, making even the simplest movements – walking, speaking, gesturing – nearly impossible; and

WHEREAS, named after former New York Yankees first baseman Lou Gehrig, an ALS sufferer who was forced to prematurely retire from the game of baseball in 1939, ALS is a debilitating disease, generally resulting in paralysis; and

WHEREAS, the initial symptoms of ALS may include muscle weakness, atrophy, cramping, twitching, stiffness, slowness of movement, or spasticity, and can result in loss of the muscles involved in mobility as well as speaking, swallowing, and breathing, though the intellect and ability to think and feel emotions continue to function; and

WHEREAS, approximately 15 new cases of ALS are diagnosed every day, with a person losing their battle with the disease every 90 minutes; and

WHEREAS, ALS, a disorder for which there is no known cure and has a life expectancy between three and five years, currently affects an estimated 35,000 Americans, most commonly in late middle age, but ranging from teenage years to over 80 years, with over 5,000 new ALS cases diagnosed annually; and

WHEREAS, ALS Awareness Month increases the public's understanding of the impact this devastating disease has not only on the person living with ALS but also on his or her family and friends as well, and recognizes the critical research underway to eradicate ALS:

## PROCLAMATION

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 2006 as ALS AWARENESS MONTH in Illinois, and urge all citizens to support the efforts of those dedicated to ending this ravishing disease.

Issued by the Governor on May 11, 2006.

Filed by the Secretary of State May 11, 2006.

**2006-182****ORDER SONS OF ITALY/ALZHEIMER'S ASSOCIATION "PARTNERS IN PROGRESS" DAY**

WHEREAS, the Order Sons of Italy in America (OSIA) was established in the Little Italy neighborhood of New York City on June 22, 1905, by Vincenzo Sellaro, M.D., and five other Italian immigrants who came to the United States during the great Italian migration (1880-1923); and

WHEREAS, their aim was to create a support system for all Italian immigrants that would assist them in becoming U.S. citizens, and providing their health/death benefits and educational opportunities; and

WHEREAS, over the years, the OSIA has achieved much success in their goals of serving the public. Not only have they established free schools and centers to teach immigrants English and to help them become citizens, but they have also instituted orphanages and homes for the elderly, and helped to raise money for those in need; and

WHEREAS, the National Council of the Order Sons of Italy in America has adopted Alzheimer's disease as one of its primary charities, and plans to support this cause by implementing a fund raising campaign throughout the nation; and

WHEREAS, joining their cause will be the Alzheimer's Association, a group that provides services to Alzheimer's patients and their families; and

WHEREAS, together, they will be holding the Illinois portion of this benevolent fundraiser on May 20, 2006. Members of the Order, along with other volunteers, will be collecting donations to help the 2.5 million Americans affected by this debilitating disease:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 20, 2006 as ORDER SONS OF ITALY/ALZHEIMER'S ASSOCIATION "PARTNERS IN PROGRESS" DAY in Illinois, and encourage all citizens to recognize and aid in the charitable work these organizations carry out for the benefit of others.

## PROCLAMATION

Issued by the Governor on May 11, 2006.

Filed by the Secretary of State May 11, 2006.

**2006-183**  
**MEMORIAL DAY 2006**

WHEREAS, throughout the history of this great country, millions of brave men and women have answered their call to duty and served in the United States Armed Forces in times of war and peace. Sadly, many of those soldiers have paid the ultimate sacrifice; and

WHEREAS, it is a great tragedy when a member of the Armed Forces is killed in the line of duty; and

WHEREAS, in May of each year, a commemoration of Memorial Day gives Americans the opportunity to remember the soldiers that have lost their lives in the name of freedom and democracy; and

WHEREAS, through every American conflict, Illinoisans have served in the Armed Forces with great honor and distinction. Those who have died will be forever remembered as true American Heroes, and Illinois is proud to recognize each and every one of those individuals on this Memorial Day 2006:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby recognize MEMORIAL DAY 2006 as a chance for all citizens to honor our fallen heroes, and to reflect on the great sacrifices they have made to protect our freedom and spread democracy across the globe.

Issued by the Governor on May 11, 2006.

Filed by the Secretary of State May 11, 2006.

**2006-184**  
**ANGELMAN SYNDROME AWARENESS DAY**

WHEREAS, Angelman Syndrome is a rare genetic condition that was first discovered in the 1960's by Dr. Harry Angelman. The disorder is characterized by an irregularity in Chromosome 15; and

WHEREAS, symptoms of Angelman Syndrome include: seizures; profound mental retardation; little or no speech; feeding and sleeping problems; and hyperactivity; and

## PROCLAMATION

WHEREAS, Angelman Syndrome occurs in about 1 in 20,000 individuals, and it is most prevalent in children between the ages of three and seven. Although those affected have a normal life expectancy, they are never able to live independently; and

WHEREAS, Angelman Syndrome is an extremely complex disorder, and not enough information is known to find an effective cure. Medical scientists continue working daily to increase research for Angelman Syndrome in the hopes of one day eradicating it from society:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 20, 2006 as ANGELMAN SYNDROME AWARENESS DAY in Illinois, and encourage all citizens to become cognizant of this disorder, and learn more about what they can do to assist in the efforts to develop a cure.

Issued by the Governor on May 11, 2006.

Filed by the Secretary of State May 11, 2006.

**2006-185****TEEN APPRECIATION WEEK**

WHEREAS, teenagers in this state and across the country play a variety of important roles in families and communities; and

WHEREAS, throughout the teenage years, a person undergoes transitional stages in human development between childhood and adulthood; and

WHEREAS, during these transitions, teenagers need and deserve the community's understanding, guidance, and support; and

WHEREAS, the creativity, energy, and passion of adolescents often help to refresh our culture and constructively challenge our ideas in a way that benefits our society; and

WHEREAS, negative publicity about teenagers often overshadows community awareness of their overwhelming accomplishments and positive contributions to the life of our community and society:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim August 6 – 12, 2006 as TEEN APPRECIATION WEEK in Illinois, and encourage all citizens to join in recognizing the great impact teenagers have on our communities.

Issued by the Governor on May 11, 2006.

## PROCLAMATION

Filed by the Secretary of State May 11, 2006.

**2006-186**  
**NATIONAL GYMNASTICS DAY**

WHEREAS, gymnastics is a great way to engage Illinois children in healthy activities while teaching them valuable personal and social skills such as teamwork, commitment, and sportsmanship; and

WHEREAS, USA Gymnastics, whose mission it is to encourage participation and the pursuit of excellence in sports, established National Gymnastics Day in 1999 to promote physical fitness and healthy lifestyles; and

WHEREAS, in support of National Gymnastics Day, gymnastics clubs across the United States partner with USA Gymnastics to heighten the visibility of the sport and encourage participation at the grassroots level; and

WHEREAS, National Gymnastics Day aims to serve the community and our nation's youth by raising funds and awareness for the Children's Miracle Network in order to provide comfort and assistance to children who are unable to provide for themselves:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim August 5, 2006 as NATIONAL GYMNASTICS DAY in Illinois to encourage citizens of the state to support the worthy and charitable efforts of USA Gymnastics.

Issued by the Governor on May 11, 2006.

Filed by the Secretary of State May 11, 2006.

**2006-187**  
**WE REMEMBER, WE CARE FOR INDIGENT PERSONS DAY**

WHEREAS, the world of an indigent person is accompanied by many mental, emotional, psychological and physical stresses that can affect them for the rest of their lives. Depression runs rampant, living conditions are meager at best, and social isolation is common; and

WHEREAS, the plight of the needy, homeless, and less fortunate has become everyone's problem, not just their own. For many years, this devastating existence has been overlooked; and

## PROCLAMATION

WHEREAS, the State of Illinois, along with private organizations, are making attempts to remedy these situations, creating programs that deal with the immediate and long term problems associated with the indigent population. These social service programs have been created as a way to help them help themselves by providing multidimensional assistance; and

WHEREAS, the Departments of Health and Family Services and Human Services lead the way in providing valuable assistance to qualified persons in the State of Illinois. My administration continues to support the social service organizations that improve the quality of life of this special population:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim May 24, 2006 as WE REMEMBER, WE CARE FOR INDIGENT PERSONS DAY in Illinois, and encourage all citizens to be mindful of the silent struggles many members of our state have to endure, including poverty, disability, and abandonment.

Issued by the Governor on May 11, 2006.

Filed by the Secretary of State May 11, 2006.

**2006-188****INTERNATIONAL CHILDREN'S DAY**

WHEREAS, there is a strong need for us to take action and ensure that the children of this state are being provided a healthy start. It is with this need in mind that we dedicate this day as International Children's Day and celebrate children in Illinois and around the world; and

WHEREAS, International Children's Day was first celebrated in 1925 in Geneva, Switzerland, during the "World Conference for the Well-Being of Children." This conference focused on issues relating to child welfare, including poverty, prevention of child labor, and education; and

WHEREAS, there are many health and social problems associated with childhood that can continue to haunt children into adulthood; and

WHEREAS, it is important that families and educational systems work together to replace our children's fears with a sense of hope; and

WHEREAS, the celebration of International Children's Day serves to bring joy to children and to draw the attention of society to critical children's issues that are facing families in the 21<sup>st</sup> Century; and

## PROCLAMATION

WHEREAS, here in Illinois, we place the utmost value on the safety and welfare of our children, and we are in support of programs designed to advocate for their best interests:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim June 1, 2006 as INTERNATIONAL CHILDREN'S DAY in Illinois, and encourage all citizens to use this day as a catalyst to strengthen the relationship between you and a special child in your life.

Issued by the Governor on May 12, 2006.

Filed by the Secretary of State May 12, 2006.

**2006-189****ONE RIVER MISSISSIPPI DAY**

WHEREAS, One River Mississippi is a national performance project that honors the Mississippi River, promotes its watershed as a shared resource, and encourages communities and individuals to become better stewards; and

WHEREAS, One River Mississippi is a free public event created in partnership with the community of the Quad Cities. There will be seven sites along the river, including Itasca, Minneapolis, Quad Cities, St. Louis, Memphis, New Orleans, and Plaquemines Parish, performing simultaneously to honor the "One River" that spans our nation; and

WHEREAS, the performances will create beauty and joy using art, ecology, and community. In each city, a local team will showcase community talents and radio simulcasts will have music playing at the same moment in order to unite each city in its effort to support the mighty river; and

WHEREAS, the Mississippi River is an important marker for delineating the boundaries of the State of Illinois; and

WHEREAS, through simultaneous Mississippi River performances, we join in a national effort to recognize the health of this river, its shared cultures, and its value as a natural resource:

THEREFORE, I, Rod R. Blagojevich, Governor of the State of Illinois, do hereby proclaim June 24, 2006 as ONE RIVER MISSISSIPPI DAY in Illinois, and encourage all citizens to observe this day with appropriate civic vigor in honor of the Mississippi River.

Issued by the Governor on May 12, 2006.

Filed by the Secretary of State May 12, 2006.

# ILLINOIS ADMINISTRATIVE CODE

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