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- (3) The date before an employee assumes responsibilities that affect operation of the municipal waste combustion unit.
 - (c) Update your manual annually.
- (d) Review your manual with staff annually.

§ 60.1175 What information must I include in the plant-specific operating manual?

You must include 11 items in the operating manual for your plant:

- (a) A summary of all applicable requirements in this subpart.
- (b) A description of the basic combustion principles that apply to municipal waste combustion units.
- (c) Procedures for receiving, handling, and feeding municipal solid waste.
- (d) Procedures to be followed during periods of startup, shutdown, and malfunction of the municipal waste combustion unit.
- (e) Procedures for maintaining a proper level of combustion air supply.
- (f) Procedures for operating the municipal waste combustion unit in compliance with the requirements contained in this subpart.
- (g) Procedures for responding to periodic upset or off-specification conditions.
- (h) Procedures for minimizing carryover of particulate matter.
 - (i) Procedures for handling ash.
- (j) Procedures for monitoring emissions from the municipal waste combustion unit.
- (k) Procedures for recordkeeping and reporting.

§ 60.1180 Where must I keep the plantspecific operating manual?

You must keep your operating manual in an easily accessible location at your plant. It must be available for review or inspection by all employees who must review it and by the Administrator. GOOD COMBUSTION PRACTICES: OPERATOR CERTIFICATION

§ 60.1185 What types of operator certification must the chief facility operator and shift supervisor obtain and by when must they obtain it?

- (a) Each chief facility operator and shift supervisor must obtain and keep a current provisional operator certification from the American Society of Mechanical Engineers (QRO-1-1994) (incorporated by reference in §60.17(h)(1)) or a current provisional operator certification from your State certification program.
- (b) Each chief facility operator and shift supervisor must obtain a provisional certification by the later of three dates:
- (1) Six months after the municipal waste combustion unit initial startup.
 - (2) December 6, 2001.
- (3) Six months after they transfer to the municipal waste combustion unit or 6 months after they are hired to work at the municipal waste combustion unit.
- (c) Each chief facility operator and shift supervisor must take one of three actions:
- (1) Obtain a full certification from the American Society of Mechanical Engineers or a State certification program in your State.
- (2) Schedule a full certification exam with the American Society of Mechanical Engineers (QRO-1-1994) (incorporated by reference in §60.17(h)(1)).
- (3) Schedule a full certification exam with your State certification program.
- (d) The chief facility operator and shift supervisor must obtain the full certification or be scheduled to take the certification exam by the later of three dates:
- (1) Six months after the municipal waste combustion unit initial startup.
- (2) December 6, 2001.
- (3) Six months after they transfer to the municipal waste combustion unit or 6 months after they are hired to work at the municipal waste combustion unit.