



**Maricopa County Air Quality Department**  
 301 W. Jefferson St., Suite 410, Phoenix, AZ 85003  
 Phone: 602.506.6010 Fax: 602.372.0587  
 AQPermits@maricopa.gov



**WOODWORKING OPERATIONS AND MAINTENANCE PLAN**

**I. GENERAL INFORMATION**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Facility ID/Permit Number: \_\_\_\_\_

Date Of Preparation/Revision:

General description of overall facility operations:

Description of process(es) ducted to control device(s), including pollutants controlled:

Complete description of control device(s) covered by the O&M plan including manufacturer, model, rated capacity, total number of identical units, equipment identification number, etc.:



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 Equipment Identification: \_\_\_\_\_  
 O&M Plan Revision Date: \_\_\_\_\_

**II. OPERATION PLAN**

List the operating parameters to be monitored including the units of measure (inches H<sub>2</sub>O, deg F, gpm, etc.), operating limits (upper and lower limits), and frequency of recording measurements (daily, continuous, etc.). List the method of recording measurements (manual, stripchart recorder, data acquisition system, etc.) and type of instrumentation (magnehelic, temperature sensor, flowmeter, etc.) with instrument display range for each operating parameter. Attach a separate sheet with additional items if necessary.

Operating Parameter	Units of Measure	Operating Limits	Recording Frequency	Recording Method	Instrument Type	Display Range

Attach a copy of all operations log sheets, stripcharts, computer printouts, etc. utilized to document operating parameters of the equipment.

Notes: Instrumentation accuracy is expected to be comparable to industry standard for the specific type of instrumentation. Operating limits may require modifications to reflect actual conditions during performance testing. An operations log sheet should be completed for every day the process and/or control device is in operation. Records are required to be retained for a minimum of five years.



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**III. MAINTENANCE PLAN**

Maintenance procedures to be performed with the frequency of each procedure. Attach a separate sheet with additional items if necessary.

Procedure	Frequency

Attach a copy of all maintenance checklists, computer printouts, etc. utilized to document completion of maintenance procedures performed on the equipment.

Notes: The spare parts inventory should be sufficient to handle all maintenance requirements and reasonably expected malfunction corrections. Records are required to be retained for a minimum of five years.



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**IV. ADDITIONAL INFORMATION**

Training Requirements

Other