

Metal Finishing Strategic Goals Program Progress Worksheet



Welcome to the metal finishing industry's National Strategic Goals Program (SGP)! By participating in this program, you have made a voluntary commitment to pursue a set of performance goals that will contribute to a cleaner environment. Completion of this worksheet will help track your progress toward the seven SGP goals.

Here's What You Need to Know.

1. Use this form to submit the previous year's data and to make any corrections or additions to previously submitted data. **COMPLETE THE FORM USING YOUR AVAILABLE DATA ON FILE. YOU DO NOT NEED TO GENERATE NEW DATA.**
2. If you are a new SGP participant, you have the option of using any year between 1992-present as your baseline year. Please use this form to submit your previous year's data and baseline data (if you select an earlier year as your baseline).
3. In order to preserve your confidentiality, each worksheet sent to the NMFRC is stripped of its contact and company information. Your facility is given a unique ID number before data are publicly displayed. **IF YOU STILL HAVE PROPRIETARY CONCERNS ABOUT THE ANONYMOUS DISPLAY OF YOUR FACILITY'S PROGRESS, MARK YOUR WORKSHEET "CONFIDENTIAL."** If marked "confidential," your data will only be used to compile aggregate industry results.
4. Progress reports are mailed to SGP participants each year. Use your company database number (DBN) to check your progress report anytime at www.strategicgoals.org.
5. The St. Louis SGP Oversight Committee has modified the worksheet to make the process less painful. Several sections of the worksheet contain references to data which you may have already submitted to EPA, MDNR or MSD.
6. If you have any questions concerning this form, contact George Cushnie at 703-264-0039 or send email to geoc@nmfrc.org.
7. Please return your completed worksheet to:

**National Metal Finishing Resource Center
Technical Offices
3433 Valewood Drive
Oakton, VA 22124**

THANK YOU!

DBN: _____

I. Contact and Company Information

Your Name:		e-mail:	
Company Name:		Phone:	
Company Address:		Fax:	
City, State Zip:			
Type of Facility	() Job Shop () Captive Shop		

II. Accounting for Changes in Production

Please provide data for each relevant production factor that you would like to track. Be certain to provide both baseline and current year data, otherwise progress toward meeting the Goals cannot be calculated.

Normalizing Factor	Baseline Year: _____	Year: _____
Metal finishing sales:	\$ _____	\$ _____
Number of labor hours for people working in the metal finishing shop:	_____ hrs.	_____ hrs.
Other*:	Type: _____ Units: _____ Value: _____	Type: _____ Units: _____ Value: _____

*If you do not track any of the above factors, select an alternative factor (e.g., pounds of product processed, amp hours, 313 Production Index) and enter type, units, and value. **Production Ratio can be found in Section 8.9 of the TRI Form R.**

III. Water and Wastewater

	Baseline Year: _____	Year: _____
Does your facility discharge any metal finishing process wastewater? If no, go to Part IV.	() Yes () No	() Yes () No
Volume of raw water purchased:	_____ gal.	_____ gal.
Volume of metal finishing process wastewater discharged:	_____ gal.	_____ gal.
Average concentration of metals in wastewater for year indicated:*		
Cadmium	_____ mg/l	_____ mg/l
Chromium	_____ mg/l	_____ mg/l
Copper	_____ mg/l	_____ mg/l
Cyanide	_____ mg/l	_____ mg/l
Lead	_____ mg/l	_____ mg/l
Nickel	_____ mg/l	_____ mg/l
Silver	_____ mg/l	_____ mg/l
Zinc	_____ mg/l	_____ mg/l

*You may have already reported some or all of this information on one or more of the following forms:

- 1) TRI Form R Section 5.3 (Releases to Streams or Water Bodies);
- 2) TRI Form R Section 6.1 (Discharges to POTWs);
- 3) Part II of the St. Louis MSD Industrial User Self Monitoring Report; or
- 4) MDNR Water Pollution Control Program Form S.

IV. Wastewater Treatment Sludge

	Baseline Year: _____	Year:
Total amount of wastewater treatment sludge generated:*	lbs.	lbs.
Total amount of hazardous wastewater treatment sludge that is shipped off-site for land disposal:**	lbs.	lbs.
Total amount of wastewater treatment sludge that is shipped off-site for recycle/recovery:	lbs.	lbs.
Average <u>water</u> content of wastewater treatment sludge:	%	%
Sludge dewatering technology used (filter press, sludge dryer, etc.):		

*Sludge volumes may have been used in calculation for the TRI Form R Sections 7A (On-site Waste Treatment) and 6.2 (Transfers to Other Off-Site Locations for Recycling, Recover or Disposal).

**Hazardous waste sludge amounts may be found on hazardous waste manifests and the MDNR Generator's Hazardous Waste Summary Reports (filed quarterly or annually).

V. Inorganic Emissions to Air

If your facility does not monitor air emissions of metals or cyanide, or cannot accurately estimate air emissions then go to Part VI.

	Baseline Year: _____	Year:
Quantity of metals and cyanide in air emissions for year indicated:*	lbs.	lbs.

*Calculations of inorganic air releases may have been reported on one of the following:

- 1) TRI Form R Section 5.1;
- 2) TRI Form R Section 5.2;
- 3) MDNR Emissions Inventory Questionnaire (PM10 Emissions on Summary Form 3.0); or,
- 4) MDNR Emissions Inventory Questionnaire (Individual Hazardous Air Pollutant Emissions on Summary Form 3.0)

VI. Organic Chemical Emissions to Air and Water

Examples: trichloroethylene (TCE), toluene, and methyl ethyl ketone (MEK).

	Baseline Year: _____	Year:
Quantity of organic air and water emissions for year indicated:*	lbs.	lbs.

*You may find this information on the following forms:

- 1) TRI Form R Section 5.1;
- 2) TRI Form R Section 5.2 (air);
- 3) TRI Form R Section 5.3 (water);
- 4) MDNR Emissions Inventory Questionnaire (as VOC emissions on Summary Form 3.0);
- 5) MDNR Emissions Inventory Questionnaire (as Individual Hazardous Air Pollutant Emissions on Summary Form 3.0);
- 6) Part II of the St. Louis MSD Industrial User Self Monitoring Report; or,
- 7) MDNR Water Pollution Control Program Form S.

VII. Energy Use

Energy Source	Baseline Year:	Year:
Electricity use:	kWh	kWh
Natural gas use:	therms	therms
Fuel oil/propane use:	gals.	gals.

Above energy use data covers (check one): () metal finishing operations only or () entire facility.

VIII. Reduction in Human Exposure to Toxic Materials

During the previous year:

A written program was in place to train new workers on workplace exposures and hazards.	() Yes () No
Contingency/emergency response plans were reviewed, updated, and communicated to the Local Emergency Planning Committee (LEPC).	() Yes () No
You established a system where all employees can generate, propose, and implement pollution prevention ideas	() Yes () No
You investigated opportunities to substitute hazardous chemicals with non-hazardous or less hazardous chemicals	() Yes () No

IX. Resource Utilization & Compliance-Related Unit Costs

The following information is used to calculate environmental-related costs for your facility. The SGP will send you an environmental and cost report. *

During the previous year, how much did you pay for - • one thousand gallons of water: _____ \$/1000 gal. (include water and sewer charges) • one unit of electricity: _____ \$/kWh. • one unit of natural gas: _____ \$/therms. • one unit of fuel oil/propane: _____ \$/gal. • one pound of sludge sent to a landfill or for recycle: _____ \$/lb. (include transportation, disposal/recycle)
During the previous year, how much did you pay for laboratory analysis of wastewater and sludge samples: _____ \$/year

***Air regulation compliance costs for the previous calendar year are calculated on Form 4.0 of the MDNR Emissions Inventory Questionnaire.**

X. Benchmarking

Benchmarking data will be used to award companies with low normalized values for sludge, water use, emissions and energy use. Please answer the following questions so that we can calculate your benchmarking score.

What percentage, if any, of your previous year's metal finishing sales are attributable to the following two product categories:

Fasteners: _____ % Automotive parts (except fasteners): _____ %

Enter the percentage of your metal finishing sales that was derived from each process during the previous year:

Zinc Rack	%	Anodizing (non-Cr)	%	Chromating	%
Zinc Barrel	%	Hard Chrome Plating	%	Other Conversion Coating (like phosphating)	%
Decorative Chrome Plating	%	Silver Plating	%	Other Aqueous Finishing Processes (like passivation)	%
Nickel Electroplating	%	Other Precious Metals Plating	%	Paint or Power Coat	%
Electroless Nickel Plating		Other Plating	%	Other: _____	%

Note: The sum of all process percentages should equal 100%.