

**3745-560-04 Composting - log of operations and annual report forms.**

- (A) An owner or operator of a composting facility shall maintain a log of operations on forms prescribed by the director or by alternate forms either in paper or electronic format which shall contain the following:
- (1) General information: facility name and location, contact name and telephone number, registration number for class II, III, and IV facilities, and calendar year for which the log is maintained.
  - (2) Operational information: method of composting used and description of equipment available.
  - (3) Materials acceptance and distribution information: date when waste recorded in log of operations, quantity of waste received entered as tons or cubic yards, type of feedstocks, bulking agents, and additives received, county of generation, and quantity of compost product distributed entered as tons or cubic yards.
  - (4) Materials management information: dates when tree stumps, pallets, and clean whole wood are processed and dates when compost piles, windrows, and vessels are formed, turned, loaded, and sampled.
  - (5) Self-inspection checklist: information acknowledging compliance or noncompliance with operational requirements as specified in rule 3745-560-110, 3745-560-210, 3745-560-310, or 3745-560-410 of the Administrative Code and a description of actions taken to abate violations, if applicable.
  - (6) Unauthorized materials incident information: the date and time the unauthorized material was discovered, description of the material, hauler name, and action taken by the owner or operator.
  - (7) Yard waste load refusal information: the date and time that a load was rejected, the license plate number of the vehicle transporting the rejected load, hauler name, and the reason for rejecting the load.
- (B) An owner or operator of a composting facility shall submit an annual report on forms prescribed by the director which shall contain the following:
- (1) General information: facility name and location, contact name and telephone number, license number for class I and II facilities, registration number for class II, III, and IV facilities, and calendar year for which the report is submitted.
  - (2) Materials acceptance and distribution information: monthly quantity of waste received by feedstock type, bulking agent, and additive entered as tons or cubic yards, county of generation, and monthly quantity of compost product distributed entered as tons or cubic yards.
  - (3) Product testing information: copy of all testing performed on compost product and method utilized and results of the test analysis, if applicable.
  - (4) For class I or class II composting facilities, the current closure cost estimate pursuant to rule 3745-560-05 of the Administrative Code.

Effective: 10/1/2018  
Five Year Review (FYR) Dates: 11/14/2017 and 11/14/2022

CERTIFIED ELECTRONICALLY

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Certification

08/20/2018

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Date

Promulgated Under: 119.03  
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