Solvent and product cleaned inventory

Weekly Inventory Sheet: All installations (A sheet for each machine on the premises.)

Premises name:		Machine name or reference number:		Solvent Used		Week start date or week number	

Load Number		1	2	3	4	5	6	7	8	9	10	11	12	Daily total weight (kg)	Solvent added (litres)
Monday	Weight (kg)														
Tuesday	Weight (kg)														
Wednesday	Weight (kg)														
Thursday	Weight (kg)														
Friday	Weight (kg)														
Saturday	Weight (kg)														
Sunday	Weight (kg)														

Make a note of the reason why any under-weight load was cleaned:
B = Blankets D = Delicates L = Lights O = Other W = Wedding dress

Total for week :		

Maintenance or testing required this week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Still maintenance							
Lint filter checked & cleaned							
Button trap checked & cleaned							

Notes:

List your planned preventative maintenance in the 'maintenance or testing required this week' boxes. Record what you have done for each maintenance item with a tick. Make notes about Solvent tank levels, other maintenance, servicing or solvent leaks / spills in the space above.

Signed:	

Note – where the weight of clothes added is recorded in units other than kilograms, then all other measurements must be made using units that are compatible with the unit used for the weight of clothes.

Monthly Inventory Sheet: All installations

Site:		**Solvent:**	
Machine:		**Month and Year:**	

Week starting (date)

Weight of work processed (kg)

					Monthly Total (A)

Solvent added (litres)

					Monthly Total (B)

Solvent sent for disposal

					Monthly Total

	Monthly Total
Total waste drum volume (litres)	(C)
Still cleaning correction factor : **0.15 for powder filter rake-out, or** **0.35 for ecological filter rake out, or** **0.5 for pump out**	(D)

Compliance this month

Table A:

Weight cleaned (kg) (A)	**Solvent added (litres) (B)**	**Solvent disposed (litres) (C x D = E)**	**Net solvent use (litres) (B – E = F)**	**Consumption (kg/litres) (A ÷ F = G)**	**On target? ** (Yes / No)**

** The monthly result should only be used to provide a guide as to the performance of the machine. Solvent input and waste recovered will vary each month, affecting the Consumption (G).

Where:

Perchloroethylene is used, if G >80 kg/l = on target
Siloxane is used, if G >48.5 kg/l = on target
Hydrocarbons are used, if G >48.5 kg/l = on target

Notes

Annual Solvent Record Sheet: All installations

date submitted

Site: Year:

Machine: Solvent:

Monthly Compliance

(complete "Table 1" with results from "Table A" from monthly inventory sheet) Table 1

Month	Weight cleaned	Solvent added	Solvent disposed	Net solvent use	Consumption
Total	**(A)**	**(B)**	**(C)**	**(D)**	

Annual Compliance

Spot cleaning correction factor (litres)*	**(E)**	
Corrected solvent input (litres)	**(D + E = F)**	
Solvent efficiency (kgs/litre)	**(A ÷ F = G)**	
Specific Gravity of Solvent being used : **Perchloroethylene : 1600g/l** **Siloxane : 970 g/l** **HCS : 970 g/l**	**(H)**	
Solvent emission (g/kg)	**(H ÷ G = I)**	
Have you met the requirement of the regulations? (Is "I" <20g/kg ?)		

* **Spot Cleaning Correction Factor -** A figure of 6.25 litres per annum should be used as the spot cleaning factor, whichever solvent is used for cleaning purposes.