

TITLE 35: ENVIRONMENTAL PROTECTION
SUBTITLE B: AIR POLLUTION
CHAPTER II: ENVIRONMENTAL PROTECTION
AGENCY

PART 254
ANNUAL EMISSIONS REPORT

SUBPART A: GENERAL PROVISIONS

Section	
254.101	Purpose
254.102	Applicability
254.103	Definitions
254.104	Actual Emissions
254.105	Annual Process Rate
254.106	Certifying Individual
254.107	Emission Determination Method
254.108	Emissions Summary
254.109	Inventory Edit Summary
254.110	Peak Ozone Season
254.111	Source Inventory Report
254.112	Typical Ozone Season Day
254.130	Minimum Contents of Annual Emissions Report
254.131	Methods of Filing Annual Emissions Report
254.132	Failure to File a Complete Report
254.133	Voluntary Submittal of Data
254.134	Retention of Records
254.135	Reporting of Errors
254.136	Confidentiality and Trade Secret Protection

SUBPART B: REPORTING REQUIREMENTS FOR
LARGE SOURCES

Section	
254.201	Annual Emissions Report
254.202	Reporting Schedule
254.203	Contents of Subpart B Annual Emissions Report
254.204	Complete Reports

SUBPART C: REPORTING REQUIREMENTS FOR
SOURCES OF VOM OR NO_x
IN OZONE NONATTAINMENT AREAS

Section	
254.301	Annual Emissions Report

254.302	Reporting Schedule
254.303	Contents of Subpart C Annual Emissions Report
254.304	Transition to Full Reporting by Large Sources
254.305	Continuing Requirements for Other Sources
254.306	Complete Reports

SUBPART D: REPORTING REQUIREMENTS FOR SMALL SOURCES

Section	
254.401	Annual Emissions Report
254.402	Reporting Schedule
254.403	Contents of Subpart D Annual Emissions Report
254.404	Complete Reports

AUTHORITY: Authorized by Section 4(b) of the Environmental Protection Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 1004(b)) [415 ILCS 5/4(b)] and implemented by 35 Ill. Adm. Code 201.302(a) and 201.302(b).

SOURCE: Adopted at 17 Ill. Reg. 7782, effective May 14, 1993.

SUBPART A: GENERAL PROVISIONS

Section 254.101 Purpose

This part establishes uniform procedures for the reporting of air pollution emissions data from sources of regulated air pollutants, including procedures for the reporting of emissions of Volatile Organic Material (VOM) and Nitrogen Oxides (NO_x) from sources located in ozone nonattainment areas. These reports will be used to update the Agency's emissions inventory and to enable the State to comply with the inventory and reporting requirements of Section 182(a) of the Clean Air Act (42 U.S.C. '7401 et seq.). The procedures presented in this Part implement the provisions of 35 Ill. Adm. Code 201.302(a) and 201.302(b).

Section 254.102 Applicability

- a) Subpart B of this Part applies to the owner or operator of any source required to have an operating permit in accordance with 35 Ill. Adm. Code 201 and that is permitted to emit 25 tons per year or more of any combination of regulated air pollutants. Subpart B also applies to the owner or operator of any source required to have an operating permit in accordance with Section 39.5 of the Environmental Protection Act (Ill. Rev. Stat. 1991, ch. 111 1/2 par. 39.5, as amended by P.A. 87-1213, effective September 26, 1992) [415 ILCS 5/39.5], the State's approved permit program established pursuant to Title V of the Clean Air Act (42 U.S.C. '7401 et seq.) (CAAPP).
- b) Subpart C of this Part applies to the owner or operator of any source that has a

potential to emit 25 tons per year or more of either VOM or NO_x for all emission units at that source and which is located in any ozone nonattainment area within the State of Illinois.

- c) Subpart D of this Part applies to the owner or operator of any source of regulated air pollutants required to have an operating permit in accordance with 35 Ill. Adm. Code 201 and which is not subject to subsections (a) or (b) above.

Section 254.103 Definitions

Except as otherwise defined in this Part, definitions of terms used in this Part shall be those used in the Environmental Protection Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 1001 et seq.) [415 ILCS 5/1] and in 35 Ill. Adm. Code: Subtitle B.

Section 254.104 Actual Emissions

"Actual emissions" means the rate of emission of a regulated air pollutant from a source or an emissions unit for the calendar year, seasonal period, day or other period of time as specified based on the best information available to the owner or operator of that emissions unit. Actual emission rates include startup, shutdown or malfunction emissions. The calculation of actual emissions must follow an "emission determination method." Where, for any reason, a source has measured any of its emissions, the source must report the measured total as its "actual emissions" for those pollutants rather than using an estimation method to derive the total for that period of time during which the measurements were taken.

Section 254.105 Annual Process Rate

"Annual process rate" means the actual or estimated annual fuel operating rate, process operating rate, or waste operating rate.

Section 254.106 Certifying Individual

"Certifying individual" means the individual responsible for the certification of the accuracy of the Annual Emissions Report and who will take legal responsibility for the information verified or reported in the Annual Emissions Report.

Section 254.107 Emission Determination Method

"Emission determination method" means the method generally accepted and used by those persons engaged in the field of air pollution control to derive actual emissions, whether measured or estimated.

Section 254.108 Emissions Summary

"Emissions Summary" means the portion of the Source Inventory Report listing the data fields for the information required in the minimum Annual Emissions Report prescribed at Section 254.130 of this Part.

Section 254.109 Inventory Edit Summary

"Inventory Edit Summary" means the report that the Agency provides to the source that lists data fields from the Source Inventory Report that the Agency has reason to believe are incorrect, incomplete or outdated.

Section 254.110 Peak Ozone Season

"Peak ozone season" means the months of June, July and August.

Section 254.111 Source Inventory Report

"Source Inventory Report" means the report that the Agency provides to the source that lists data fields for the information required in the Annual Emissions Report and contains the information, if any, that previously has been reported to the Agency for those data fields.

Section 254.112 Typical Ozone Season Day

"Typical ozone season day" means any day, Monday through Friday, representative of source operations during the peak ozone season.

Section 254.130 Minimum Contents of Annual Emissions Report

As a minimum, each Annual Emissions Report filed pursuant to 35 Ill. Adm. Code 254 shall contain:

- a) Source identification information:
 - 1) Source name, physical location and mailing address;
 - 2) SIC code;
 - 3) Source contact;
 - 4) Source contact telephone number.
- b) Source-wide totals of actual emissions for all regulated air pollutants emitted by the source.
- c) The following certification statement: "All Annual Emissions Report data verified, modified or provided on behalf of the company named above, whether submitted electronically or in writing, represents the best available information and is true and accurate to the best of my knowledge." The certification statement shall be accompanied by the full name, title, actual signature, date of signature and a telephone number of the certifying individual.

Section 254.131 Methods of Filing Annual Emissions Report

Each owner or operator subject to a reporting requirement pursuant to 35 Ill. Adm. Code 254 must file the minimum Annual Emissions Report pursuant to Section 254.130 of this Part in paper form. This will satisfy the requirement for the information listed in the Emissions Summary portion of the Source Inventory Report. When revisions or additions have been made to the information in the remainder of the Source Inventory Report, that information may be filed in paper form or electronically.

Section 254.132 Failure to File a Complete Report

- a) Failure to file a complete Annual Emissions Report by the applicable deadlines prescribed in Subparts B, C and D of this Part shall be a violation of 35 Ill. Adm. Code 201.302(a).
- b) Failure to receive the Source Inventory Report from the Agency pursuant to Subparts B, C or D of this Part does not relieve an owner or operator from the obligation to file a complete Annual Emissions Report. Any owner or operator who does not receive the Source Inventory Report at least ninety (90) days before the applicable reporting deadline may contact the Agency to request the Source Inventory Report.

Section 254.133 Voluntary Submittal of Data

In addition to any information required to be submitted in the Annual Emissions Report, the owner or operator may submit any data on a voluntary basis. The Agency may not require the source to perform any monitoring which is not otherwise required by applicable rule or a permit condition.

Section 254.134 Retention of Records

The Agency may require information from the owner or operator to substantiate the contents of the Annual Emissions Report filed. All records and calculations upon which the verified and reported data are based must be retained by the source for a minimum of three (3) years following the filing of a complete report. A request for such information may be made up to three (3) years following the filing of a complete report. The source shall provide the requested information in a format acceptable to the Agency within thirty (30) days after the receipt of the request. Nothing in this Section shall be interpreted to impose any additional monitoring which is not otherwise required by applicable rules or a permit condition.

Section 254.135 Reporting of Errors

If, after submitting any Annual Emissions Report required by Part 254, the owner or operator discovers an error in the data reported, the owner or operator shall notify the Agency of the error in writing and shall provide the Agency with the correct data. The notification and correction

shall be conveyed to the Agency within thirty (30) days after the owner's or operator's discovery of the error. The corrected data shall be certified in accordance with Section 254.130(c) of this Part.

Section 254.136 Confidentiality and Trade Secret Protection

Information reported in any Annual Emissions Report and claimed to be confidential or a trade secret shall be subject to the procedures for submitting, identifying and protecting such information that are set forth in Ill. Rev. Stat. 1991, ch. 111 1/2, par. 1007 [415 ILCS 5/7]; 2 Ill. Adm. Code 1826 and 1827; and 35 Ill. Adm. Code 120.

SUBPART B: REPORTING REQUIREMENTS FOR LARGE SOURCES

Section 254.201 Annual Emissions Report

At least ninety (90) days prior to a source's deadline for filing an Annual Emissions Report, the Agency shall provide to such source the Source Inventory Report and the Inventory Edit Summary, if applicable. The Source Inventory Report shall contain all data fields for the information required under Sections 254.130 and 254.203 of this Part. Where the information requested in the data fields has previously been provided to the Agency, the Agency shall provide this data on the Source Inventory Report for verification or modification by the owner or operator. Where the required information has not been previously provided by the owner or operator and is applicable to the activities, equipment or emissions of the source, it must be provided by the owner or operator. The information on emissions shall be based on the best information available to the owner or operator of that source or emission unit.

Section 254.202 Reporting Schedule

- a) For each source subject to the applicability requirements of Section 254.102(a) of this Part, the first Annual Emissions Report filed for all regulated air pollutants pursuant to Subpart B of this Part shall be for the calendar year following the year in which the USEPA approves or conditionally approves the State's CAAPP implemented pursuant to Section 39.5 of the Environmental Protection Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 39.5, as amended by P.A. 87-1213, effective September 26, 1992) [415 ILCS 5/39.5]. For example, if the USEPA approves or conditionally approves the CAAPP program in 1994, the first full Annual Emissions Report shall include emissions information for calendar year 1995 and shall be filed with the Agency by May 1, 1996. Thereafter, an Annual Emissions Report shall be filed with the Agency for each calendar year by May 1 of the subsequent year.
- b) Commencing with calendar year 1992, all sources subject to Section 254.102(a) of this Part shall file an Annual Emissions Report pursuant to Subpart D of this Part until such time as the source is required to file a full Annual Emissions Report pursuant to subsection (a) above. For example, if the first full Annual

Emissions Report for a source must be filed for calendar year 1995, the owner or operator must file an Annual Emissions Report pursuant to the requirements of Subpart D of this Part for calendar years 1992, 1993 and 1994.

Section 254.203 Contents of Subpart B Annual Emissions Report

The Annual Emissions Report filed pursuant to Subpart B of this Part shall be limited to information requested by the Agency and required in the application for permits or renewals, including source identification information, emissions information, operating data, control device information, and exhaust point information for each regulated air pollutant emitted at the source. The information shall be provided for an individual emission unit or operation if this is also required in the application for permits or renewals.

Section 254.204 Complete Reports

The Annual Emissions Report shall be considered complete if it contains the information required by Sections 254.130 and 254.203 of this Part for all regulated air pollutants emitted by the source to the extent that information is applicable to the activities, equipment or emissions of the source during the year for which the report is submitted. Information required by Sections 254.130 and 254.203 of this Part and provided by the Agency in the Source Inventory Report must be either verified as accurate or modified by the owner or operator. Information required by Sections 254.130 and 254.203 of this Part but not provided by the Agency must be provided by the owner or operator, unless the information has been previously provided to the Agency.

SUBPART C: REPORTING REQUIREMENTS FOR
SOURCES OF VOM OR NO_x
IN OZONE NONATTAINMENT AREAS

Section 254.301 Annual Emissions Report

- a) Commencing with calendar year 1992, the owner or operator of any source subject to Section 254.102(b) of this Part shall submit an Annual Emissions Report to the Agency detailing its actual emissions of regulated air pollutants.
 - 1) For those emission units producing or capable of producing VOM or NO_x, the owner or operator shall provide the information required by Sections 254.130 and 254.303 of this Part. If a source has a total potential to emit 25 tons per year or more of either VOM or NO_x for all emission units, the owner or operator must provide the information required by Sections 254.130 and 254.303 for both VOM and NO_x.
 - 2) For all regulated air pollutants emitted by the source except VOM and NO_x, the owner or operator shall submit to the Agency the information required by Section 254.130 of this Part.
- b) At least ninety (90) days prior to a source's deadline for filing an Annual

Emissions Report, the Agency shall provide to such source the Source Inventory Report and the Inventory Edit Summary, if applicable. The Source Inventory Report shall contain all data fields for the information required under Sections 254.130 and 254.303 of this Part. Where the information requested in the data fields has previously been provided to the Agency, the Agency shall provide this data on the Source Inventory Report for verification or modification by the owner or operator. Where the required information has not been previously provided by the owner or operator and is applicable to the activities, equipment or emissions of the source, it must be provided by the owner or operator. The information on emissions shall be based on the best information available to the owner or operator of that source or emission unit.

Section 254.302 Reporting Schedule

The filing deadline for the Annual Emissions Report for calendar year 1992 shall be October 1, 1993. Thereafter, reports for each calendar year shall be due by May 1 of the subsequent year.

Section 254.303 Contents of Subpart C Annual Emissions Report

The Annual Emissions Report to be filed pursuant to Subpart C of this Part shall contain the following information:

- a) All information required pursuant to Section 254.130 of this Part.
- b) Emissions information for each emission unit producing or capable of producing either VOM or NO_x or both that includes:
 - 1) Annual actual emissions of VOM and/or NO_x;
 - 2) Actual VOM and/or NO_x emissions for a typical ozone season day;
 - 3) Startup, shutdown and malfunction emissions of VOM and/or NO_x;
 - 4) Emission determination method for each of the actual emission figures reported;
 - 5) Emission factors.
- c) Operating data for each emission unit producing or capable of producing VOM or NO_x that includes:
 - 1) Percent annual throughput by season;
 - 2) Annual process rate;

- 3) Peak ozone season daily process rate;
 - 4) Fuel data;
 - 5) Physical characteristics of tanks;
 - 6) Tank data;
 - 7) Number of hours of operation per day
 - A) On the normal operating schedule;
 - B) On a typical ozone season day, if different from the normal operating schedule;
 - 8) Number of days of operation per week
 - A) On the normal operating schedule;
 - B) During the peak ozone season, if different from the normal operating schedule;
 - 9) Total actual hours of operation for the reporting year.
- d) Control device information that includes:
- 1) Description of control method(s);
 - 2) Capture efficiency in percent;
 - 3) Current control efficiency in percent for VOM and/or NO_x.
- e) Exhaust point parameters that include:
- 1) Height;
 - 2) Diameter;
 - 3) Flow rate;
 - 4) Exit temperature.

Section 254.304 Transition to Full Reporting by Large Sources

Each source subject to Subpart C and which also satisfies the applicability requirements of Section 254.102(a) of this Part shall make the transition to full reporting for all regulated air

pollutants pursuant to Subpart B of this Part and shall no longer be subject to Subpart C of this Part. The first such Annual Emissions Report filed for all regulated air pollutants shall be for the calendar year following the year in which the USEPA approves or conditionally approves the State's CAAPP program, implemented pursuant to Section 39.5 of the Environmental Protection Act (Ill. Rev. Stat. 1991, ch. 111 1/2, par. 1039.5, as amended by P.A. 87-1213, effective September 26, 1992) [415 ILCS 5/39.5]. For example, if the USEPA approves or conditionally approves the CAAPP program in 1994, the first full Annual Emissions Report shall be for calendar year 1995 and shall be filed with the Agency by May 1, 1996. Thereafter, a full Annual Emissions Report conforming to the requirements of Subpart B of this Part shall be filed with the Agency for each calendar year by May 1 of the subsequent year.

Section 254.305 Continuing Requirements for Other Sources

Each source subject to Subpart C of this Part but which does not otherwise meet the applicability requirements of Section 254.102(a) of this Part shall not make the transition to full reporting, but shall continue to file Annual Emissions Reports in accordance with Sections 254.301, 254.302, 254.303 and 254.306 of this Part.

Section 254.306 Complete Reports

- a) The Annual Emissions Report filed pursuant to Subpart C of this Part shall be considered complete if it contains all information listed in Sections 254.130 and 254.303 of this Part for emission units producing or capable of producing either VOM or NO_x or both to the extent that information is applicable to the activities, equipment or emissions of the source during the year for which the report is submitted. Information listed in Sections 254.130 and 254.303 of this Part and provided by the Agency must be either verified as accurate or modified by the source. Information listed in Sections 254.130 and 254.303 of this Part but not provided by the Agency must be provided by the owner or operator, unless the information has been previously provided to the Agency.
- b) For all regulated air pollutants emitted by the source except VOM and NO_x, a complete report shall contain the information required pursuant to Section 254.130 of this Part. Information listed in Section 254.130 of this Part and provided by the Agency must be either verified as accurate or modified by the source. Information listed in Section 254.130 of this Part but not provided by the Agency must be provided by the owner or operator, unless the information has been previously provided to the Agency.

SUBPART D: REPORTING REQUIREMENTS FOR SMALL SOURCES

Section 254.401 Annual Emissions Report

At least ninety (90) days prior to a source's deadline for filing an Annual Emissions Report, the Agency shall provide to such source the Source Inventory Report and the Inventory Edit

Summary, if applicable. The Source Inventory Report shall contain all data fields for the information listed at Section 254.403 of this Part. Where the information requested in the data fields has previously been provided to the Agency, the Agency shall provide this data on the Source Inventory Report for verification or modification by the owner or operator. Where the required information has not been previously provided by the owner or operator and is applicable to the activities, equipment or emissions of the source, it must be provided by the owner or operator. The information on emissions shall be based on the best information available to the owner or operator of the source or emission unit.

Section 254.402 Reporting Schedule

- a) The first Annual Emissions Report filed pursuant to Subpart D shall be for the calendar year 1992.
- b) The filing deadline for the Annual Emissions Report to be filed pursuant to Subpart D of this Part for calendar year 1992 shall be October 1, 1993. Thereafter, reports for each calendar year shall be filed with the Agency by May 1 of the subsequent year. For example, the report filed for calendar year 1993 shall be due at the Agency by May 1, 1994.

Section 254.403 Contents of Subpart D Annual Emissions Report

The Annual Emissions Report required under Subpart D shall contain the information listed in Section 254.130 of this Part, including source identification information, the total actual emissions of each regulated air pollutant emitted by the source, and a complete certification statement.

Section 254.404 Complete Reports

The Annual Emissions Report for Subpart D shall be considered complete if it contains the information required by Section 254.403 of this Part to the extent that information is applicable to the activities, equipment or emissions of the source during the year for which the report is submitted. Information required by Section 254.403 of this Part and provided by the Agency must be either verified as accurate or modified by the owner or operator. Information listed in Section 254.403 of this Part but not provided by the Agency must be provided by the owner or operator, unless the information has been previously provided to the Agency.

