



Environmental
Protection Agency

John R. Kasich, Governor
Mary Taylor, Lt. Governor
Scott J. Nally, Director

1/14/2011

**Re: Requirement to Submit Emissions Reports for 2010
by April 15, 2011 for:**

Dear Primary Contact:

April 15th, 2011, is the deadline for all owners/operators of Synthetic Minor Title V facilities to submit their calendar year 2010 Fee Emissions Report (FER) and Emissions Inventory Summary (EIS). The FER and EIS must be submitted via the eBusiness Center: Air Services. The information in this letter is designed to help you:

- **Know the regulatory justification for emissions reporting requirements.**
- **Understand important changes taking place for 2010 reports.**
- **Submit your reports successfully.**

Know the regulatory basis for the emissions reporting requirements

Failure to submit these emissions reports by the April 15, 2011, deadline is considered a violation and may result in enforcement action being taken against the facility.

Fee Emissions Report - Your company has been identified as owning or operating a facility subject to the Synthetic Minor Title V emissions reporting requirements of Ohio Administrative Code (OAC) 3745-78-02(F) for calendar year 2009. "Synthetic Minor Title V" (SMTV) facility means a facility for which one or more permits have been issued for the air contaminant sources at the facility that include terms and conditions that lower the facility's potential to emit air contaminants below the major source thresholds established in rules adopted under Section 3704.036 of the Ohio Revised Code. It is a requirement of your permits and Ohio law to submit these reports annually. Once filed, the reports undergo review by the appropriate District Office or Local Air Agency. Data from these reports is used to assess a fee on the actual amount of emissions of particulate matter, sulfur dioxide, nitrogen oxides, organic compounds and lead. The fee schedule for reporting year 2010 is available on the Air Pollution Control Web page <http://www.epa.ohio.gov/dapc> by selecting the topic "Synthetic Minor Fees".

Emissions Inventory Summary - Ohio EPA has the authority to under OAC rule 3745-15-03 to request and receive the information from regulated entities. Emissions information is provided to U.S. EPA to develop an annual criteria and toxic pollutant inventory. Beginning with 2009 all SMTV facilities are required to file a complete EIS annually.

Helpful Links

eBusiness Center

<https://ebiz.epa.ohio.gov>

Ohio EPA Answer Place

<http://ohioepa.custhelp.com>

Search keywords to find answers and tutorials on emissions reporting and Air Services!

Air Services Web Page

epa.ohio.gov/dapc/airservices.aspx

Engineering Guide #71

epa.ohio.gov/dapc/engineer/eguides.aspx

Understand important changes for 2010 reports

Revisions have been made to Engineering Guide #71 (see *Helpful Links*) addressing the options available when considering if an emissions unit (EU) can be excluded from the 2010 FER/EIS. Specifically the changes involve (1) excluding permit exempt EUs from reporting, similar to how de minimis EUs have been treated in past reporting years; and (2) the need to report all emissions of lead for any EUs at a facility with actual lead emissions of 0.5 tons per year or greater. Air Services has been changed to automatically exclude all de minimis and permit exempt EUs from these reports. If you need to report lead emissions for any of those excluded EUs, the ability to override the exclusion will be available to the user in Air Services in February, 2011.

Search on "2010 FER/EIS" in the Ohio EPA Answer Place (see *Helpful Links*) to find information on updates made to the report requirements in Air Services that are different from 2009 reporting requirements. In addition, we have highlighted common areas where oversights have been found during our review of past reports. We highly recommend review of this information before beginning development of the 2010 report.

Submit your reports successfully

You can get assistance with Air Services from the following sources:

- **Help within Air Services** - click the word "Help" in the top right corner of any Air Services screen to get context specific information.
- **Searchable topics and fast responses to new questions** - DAPC heavily relies on the Agency "Answer Place" to post topics, videos, training information, and links to guidance on all information related to Air Services. If you can't find an answer, simply ask a new question and get a response within 1 business day!
- **Training Videos** - We have posted video training sessions on the Answer Place. We currently have videos posted on topics from getting an account, to developing your facility profile, emissions reporting, compliance reporting, and more.
- **Phone assistance** - DAPC Central Office staff along with your District Office or local air agency contacts are ready and waiting to assist you.

<u>Topic</u>	<u>Contact</u>
Title V applicability	Ohio EPA DAPC, Central District Office (614)728-3778
eBusiness Center account or PIN	eBusiness Center Helpdesk, 1-877-EPA-BIZZ
Air Services Access	Linda Lazich, (614) 644-3626 or linda.lazich@epa.state.oh.us
Emissions Reporting	Elisa Thomas (614) 644-3621 or elisa.thomas@epa.state.oh.us Safaa El Oraby (614) 644-3571 or safaa.eloraby@epa.state.oh.us

Please contact us with any questions you may have.

Sincerely,



Erica R. Engel-Ishida
DAPC Supervisor, Permit Issuance and Emissions Reporting Unit