



**Air Quality Division**  
**Application for Delegation of Authority For Responsible Official**  
**(Corporations Only)**  
**Instructions Cover letter**

Please fill out the following Application for Delegation of Authority form for a Responsible Official who is delegating his or her authority. For this form to be deemed complete, all blanks will need to be completed and the following boxes will need to be checked:

1. The Responsible Official must check the first box indicating that he or she meets the definition of a Responsible Official.
2. The Responsible Official must check the second box indicating that the duly authorized representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit.
3. The Responsible Official must check either the third or fourth box indicating that the facility employs more than 250 persons or has a gross annual sales or expenditures exceeding \$25 million (in second quarter 1980 dollars); or that the Responsible Official is requesting approval of the duly authorized representative in advance by the Division.

In addition, all signatures must be wet ink originals and the original form will need to be mailed to the Air Quality Division at the following address:

Title V Operating Permit Program  
Air Quality Division  
WY Dept. of Environmental Quality  
Herschler Building 2-E  
122 West 25th Street  
Cheyenne, WY 82002

If you have any questions, please contact:

Lori Bocchino  
307-777-8578  
lori.bocchino@wyo.gov



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COMPANY INFORMATION:

Company Name: \_\_\_\_\_

FACILITY INFORMATION:

Facility Name: \_\_\_\_\_

IMPACT ID: \_\_\_\_\_

This form shall be used by a Responsible Official to delegate authority to a representative of such person for signature on applications or certification of reports to be submitted pursuant to Wyoming Air Quality Standards and Regulations (WAQSR) Chapter 6, Section 3. This form may only be used when the following statutory requirements are met:

- WAQSR Chapter 6, Section 3 defines a Responsible Official for a corporation as a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation.
The Responsible Official, as defined, may delegate authority to a duly authorized representative of such person if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit and Either:
The facility employs more than 250 persons or has a gross annual sales or expenditures exceeding \$25 million (in second quarter 1980 dollars); OR
The delegation of authority to such representative is approved in advance by the Division. (Note that this form is the application for approval.)

Delegation of Authority

I, \_\_\_\_\_ being a Responsible Official as defined in WAQSR Chapter 6, Section 3, hereby delegate the authority of Responsible Official to \_\_\_\_\_ pursuant to WAQSR Chapter 6, Section 3.

Responsible Official Signature Title of Responsible Official Date

Delegated Representative Signature Title of Delegated Representative Date