

# IMPACT System Training



WYOMING DEPARTMENT OF  
ENVIRONMENTAL  
QUALITY

June 2015

# Training and IMPACT Contacts

## WDEQ IMPACT Contacts:

- > Setup Support - Email - [deq-air-impact@wyo.gov](mailto:deq-air-impact@wyo.gov)
- > Technical Support:
  - ❖ Zac Mangin - 307-777-6282 [zachary.mangin@wyo.gov](mailto:zachary.mangin@wyo.gov)
  - ❖ Tyler Ward - 307-777-7872 [tyler.ward@wyo.gov](mailto:tyler.ward@wyo.gov)
  - ❖ Adam Deppe - 307-777-8754 [adam.deppe@wyo.gov](mailto:adam.deppe@wyo.gov)
- > Program Administrator- Brian Hall 307-777-6088  
[brian.hall@wyo.gov](mailto:brian.hall@wyo.gov)

# Introductions

- > Name
- > Title
- > Roles and Responsibilities
- > Expectations for the Training

# Agenda

- > Introduction to IMPACT
- > User Accounts/Getting Started
- > Facility Profiles
- > Applying for a NSR Permit
- > Applying for a Title V Permit
- > Compliance Reporting
- > Emission Inventory

# Introduction to IMPACT

# IMPACT OVERVIEW

## Inventory, Monitoring, Permitting, And Compliance Tracking (IMPACT)

- > Purpose
- > Plan
- > Goals
- > Functionality

# IMPACT - PURPOSE

- > Online data system to submit applications, reports, and documents electronically to WDEQ.
- > Designed to enhance the quality, efficiency, and consistency of the Air Quality Division's (AQD's) management of air quality data and provide a user-friendly interface to submit data.

# IMPACT - What you can do

- ❖ Ability to verify and submit facility data
- ❖ Submit NSR and TV applications online
- ❖ Submit compliance reports and stack tests online
- ❖ Submit TV emission inventories online

# IMPACT - GOALS

- > Minimize AQD administrative permit processing time
- > Minimize repetitive data entry for emission inventories and permit applications
- > Reduce the need for paper copies
- > Transparency of information between AQD and regulated community
- > Validate data submissions to reduce requests for additional information



# IMPACT - FUNCTIONALITY

- > Facility Management
- > Permitting (NSR and Title V)
- > Emissions Reporting
- > Compliance Reporting

# Creating a User Account

## eGov/ENV-ITE Documentation for IMPACT Portal Users

For Portal (external) IMPACT users, eGov and ENV-ITE accounts must be created to submit air quality data online through IMPACT. eSignature will be the means of authorizing air quality-related business operations.

- What is **eSignature**? An electronic signature is any legally recognized electronic means that indicates that a person adopts the contents of an electronic message or document.
- A signed **affidavit** is used to documents authorization, acknowledge the use of an eSignature, and provide identity proofing.
- A **PIN** is used to encrypt the signature for a submitted document and the user must choose 5 of 20 personal questions for identity proofing during the signature process. **Note:** Responses to these questions must be entered correctly; otherwise, an account may become temporarily locked until contact with the Administrator has been made ([deq-air-impact@wyo.gov](mailto:deq-air-impact@wyo.gov)).
- Two types of users:
  - **eSign** – Able to submit applications and reports (e.g. Environmental Manager, Project Manager, RO, etc.).
  - **Edit** – Read/edit capabilities. Can validate data, but not submit reports, emission inventories, and certain applications. However, able to submit Facility Profile and contact changes (e.g. environmental staff, consultant, anyone the facility entrusts to enter data).

**To obtain the needed accounts for IMPACT, follow the instructions below.**

1. Go to <https://egov.state.wy.us>. Click New Profile on the left. Fill in the required fields and click the Add button at the bottom.
2. Go to <https://envite.deq.wyoming.gov/> to log into ENV-ITE using eGov info. Then, check for validation email for eGov account and click the hyperlink in that email. This validates the email address for the ENV-ITE profile. If a profile is not valid, ENV-ITE will indicate what is missing in a red message. The following are required before requesting access to any application:
  - a. An email address must be entered and validated.
  - b. A mailing address must be entered.
  - c. A phone number must be entered.Users can click on the User Profile screen to manually add any of the above information or resend the email validation message.
3. User initiates an access request for a specific application (e.g. **IMPACT**).
  - a. Within ENV-ITE, on the left menu, click Access Requests.
  - b. Click Request New Access. If this button is not available, repeat Step 2.
  - c. Select the application (e.g. **IMPACT**), organization, and ENV-ITE role.
4. If the user initiates a request for eSign and the user has not previously entered a PIN and Security Questions, the user will be prompted to do so. **Do not forget answers to security questions.**
5. Once the request has been submitted, the user will be shown the request and its details. There is a link to the unsigned affidavit that can be used to print for signature and sending to WDEQ.
6. After submission, the request is routed to DEQ User Administrators.
7. Email to the user will be received once requested permissions are granted or denied.

# Getting Started in IMPACT

- To access IMPACT, all users will first need to create a user name and login on the State of Wyoming Online System (eGov)
- That user name and login will be used to set up a profile on WDEQ's Environmental IT Enterprise (ENV-ITE) system
- Once these two steps are completed, access to IMPACT for a specific company can be requested

# Step 1 – Create a new eGov profile

State of Wyoming Online x

https://egov.state.wy.us/index.aspx

Citizen Business Government Visitor Your Session expires in 16:56 Text Only

Wyoming Online Services

Forget Password? Welcome to the State Of Wyoming Online Services.

Forget Login? The State of Wyoming Online Services are designed to provide a simple and efficient point of entry for doing business with the State of Wyoming. We hope that by offering the "single sign-in" to interact with the many State of Wyoming agencies, the Online Services will become the fastest way to have your State at your fingertips.

Find Profile In order to use many of the Online Services, you must have an Online Services profile, which consists of personal information, such as your name, address, and phone number. If you have previously interacted with any State agency, you may already have an existing profile -- [Search for your existing profile](#). If you have not previously done business with the State of Wyoming and want access to E-Government services, you probably will need to set up a new profile.

New Profile

Did you forget your Password?

For additional information on features of this site, click the info button, [i](#).

For Online Services password or Profile setup support, please call the Customer Support Center - ePortal Support at 307-777-7400. Business Hours: Monday through Friday - 7:00 am to 5:00 pm \*Calls outside of business hours will be directed to voice mail and returned the next business day.

Login ID:

Password:

[Sign In](#)

SECURED BY Entrust SSL VERIFY

This site has been optimized for Microsoft Internet Explorer

Microsoft Internet Explorer

Online Services State Of Wyoming Privacy Policy Contact Us Copyright

- ❖ Everyone will have to do this.
- ❖ Simple and fast.

<https://egov.state.wy.us/index.aspx>

# Step 1 - Create a new eGov profile



**New User Profile**

In order to access State Of Wyoming Online Services, you must create a profile with basic information about yourself. You will use this profile to access a number of government services associated with the State of Wyoming Online Services.

The form will take a few minutes to complete. You can use the tab key to step through the form. During the registration process you will also be prompted to create a login id and password. If the profile is accepted, you will automatically be logged in using the login id and password that you created. Keep your login and password in a safe place. You can update your profile at any time. If you have any questions regarding use of your personal information please refer to the [State of Wyoming Privacy Policy](#).

**Please note required fields.**

**Personal Information**

First Name:  (Required)  
Last Name:  (Required)  
Middle Name:   
SSN:  (highly recommended; required for State employees)  
Date of Birth:   
Email Address:

**Addresses**

Type: Mailing ▼  
Address:   
City:   
State:  Zip:

**Phone Numbers**

Home Phone: (  )  -   
Work Phone: (  )  -   
Message Phone: (  )  -

**Drivers License**

Driver's License Number:   
Driver's License State: ▼  
Driver's License Type:

**Mail Preference**

What is your preferred method of communication?

Send it to my eMail address:  
 Send it to my Mailing address:  
 No Contact

**State Employee**

I am a State of Wyoming Employee.  
Agency:

NOT required – WDEQ does not need your SSN

# Step 1 – Create a new eGov profile

## Create Login ID and Password

Watch Password Rules Status below as you type in your new password.

Login ID:  (Required)  
Password:  (Required)  
Re-enter Password:  (Required)

[View Password Requirements](#)

### Password Rules Status

#### Low Security

- ✗ 8 Characters
- ✗ 1 Uppercase Letter
- ✗ 1 Lowercase Letter
- ✗ 1 Numeric Character
- ✓ No Repeating Letters

## Secret Question and Answer

If you forget your password, you will be asked to answer your secret question correctly to receive a new password. Protect yourself by selecting a question that only you know the answer to.

Secret Question:  (Required)  
Secret Answer:  (Required)  
Mother's Maiden Name:  (Required)

Click Add once  
you've  
completed the  
required  
information

# Step 2: Login to ENV-ITE

Wyoming DEQ | Citizen | Business | Government | Visitor |

 **ENV-ITE**  
Wyoming Department of Environmental Quality

DEQ Home Page ▾

### Login

ENV-ITE requires a free account from [eGov - State of Wyoming Online Services](#).

#### ATTESTATION WARNING

This Environmental IT Environmental ("ENV-ITE") system has been established by the Wyoming Department of Environmental Quality (WDEQ) for the use of businesses or entities required to file reports or other data pursuant to federal and state laws and regulations. By affixing my electronic signature to any documents or data and by choosing to submit documents and data through the WDEQ's ENV-ITE system, I certify, acknowledge, and/or agree as follows:

- I am responsible for protecting my PIN, answers to secret questions from compromise;
- That I am the duly authorized representative of the business or entity associated with the electronic signature credential assigned to me by the WDEQ and that I am uniquely entitled to use the signature device;
- That the data I am submitting is true and correct to the best of my knowledge;
- That I may be subject to civil or administrative enforcement and penalties for failure to comply with reporting requirements under regulatory programs applicable to the business or entity I represent;
- That I may be subject to criminal liability for false certification of the data submitted; and
- That I am free to discontinue any transaction prior to finalization; otherwise, the document will be submitted to the WDEQ and the transaction will be complete, subject to my opportunity to repudiate the document as submitted in a human-readable format.

I certify, acknowledge, and/or agree to the above.

Username

Password

Read the "Attestation Warning" and check the box

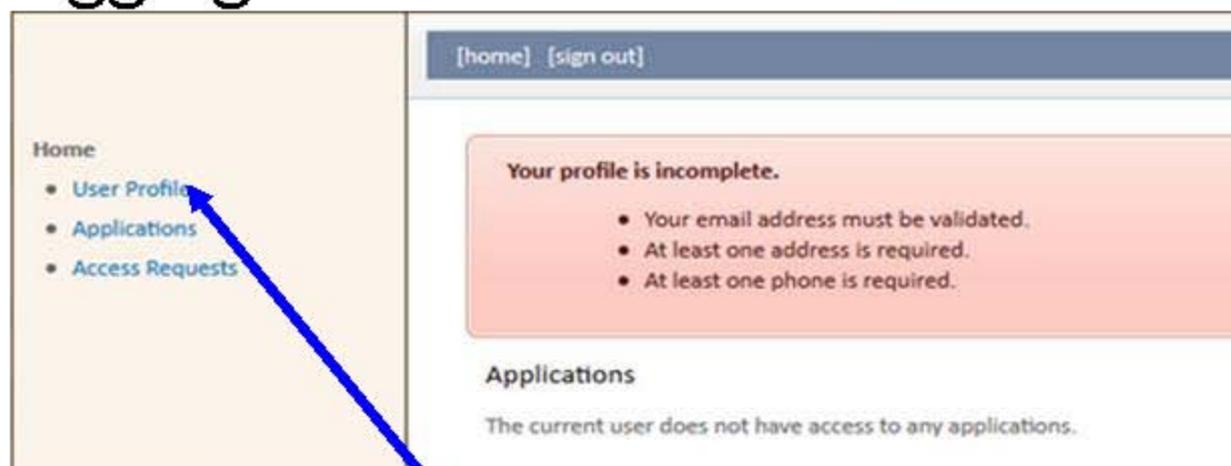
Enter your eGOV login information

Click "Sign In")

<http://envite.deq.wyoming.gov>

# Step 3: Complete User Profile

- May receive the following message upon logging in to ENV-ITE:



The screenshot shows a web application interface. At the top right, there are links for "[home]" and "[sign out]". On the left side, there is a navigation menu under the heading "Home" with three items: "User Profile", "Applications", and "Access Requests". A blue arrow points from the "User Profile" link to the main content area. The main content area features a red-bordered box with the message "Your profile is incomplete." followed by three bullet points: "Your email address must be validated.", "At least one address is required.", and "At least one phone is required.". Below this box, there is a section titled "Applications" with the text "The current user does not have access to any applications."

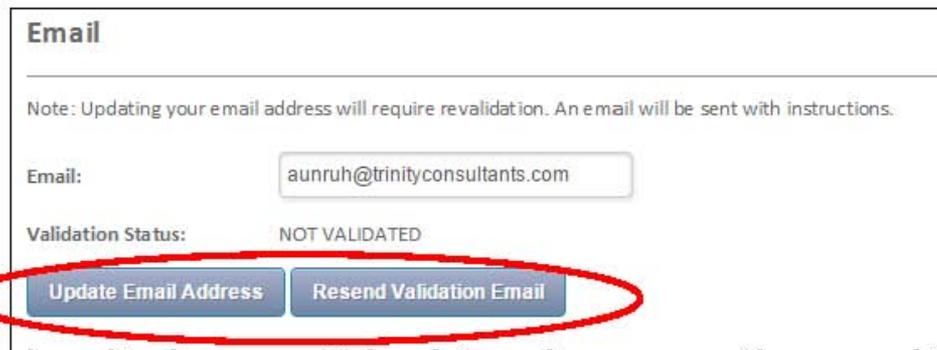
Click "User Profile" to validate email and fill in missing information

# Step 3: Complete User Profile

- Email Verification:

- Initial validation email automatically sent to the address provided in eGOV when you login to ENV-ITE

- If you don't receive it, check your spam folder first, then resend the email or update your address if necessary



**Email**

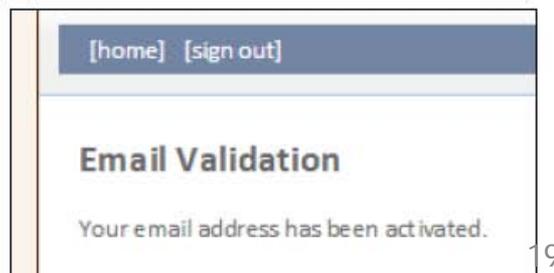
Note: Updating your email address will require revalidation. An email will be sent with instructions.

Email:

Validation Status: NOT VALIDATED

[Update Email Address](#) [Resend Validation Email](#)

- Click the link provided in the email to validate



[home] [sign out]

**Email Validation**

Your email address has been activated.

# Step 3: Complete User Profile

- Add an Address (may be pulled from eGOV)

## Addresses

[Add Address](#)

Edit ▲	Address ✓	City ✓	State ✓	Zip ✓	Delete ▲
	1391 N Speer Blvd, Ste 350	Denver	CO	80204	

   **1**   Displaying items 1 - 1 of 1

## Phones

[Add Phone](#)

Edit ▲	Number ✓	Delete ▲
	720-638-7647	

   **1**   Displaying items 1 - 1 of 1

# Step 4: Request Access

- > Go to Access Requests, then Request New Access

The screenshot displays the ENV-ITE web application interface. At the top, the logo for the Wyoming Department of Environmental Quality is visible. The main navigation menu on the left includes 'Home', 'User Profile', 'Applications', and 'Access Requests'. The 'Access Requests' page is active, showing a 'Request New Access' button and a table with columns for 'Application', 'Organization', 'ENVITE Role', and 'Status'. The table currently displays 'No records to display.' and 'Displaying items 0 - 0 of 0'. The footer contains links for 'WS-Federation Metadata', 'Prod | Internet', 'Privacy Policy', 'Copyright Statement', and 'Copyright © 2014 State of Wyoming. All rights reserved.'

<https://envite.deq.wyoming.gov/account/signin?ReturnUrl=%2f>

# Step 4: Request Access

[home] [sign out]

## Request Access

Application

Organization

ENVITE Role

Choose "IMPACT"

Select your organization

Click "Save"

### Select your ENV-ITE Role:

- ◆ eSign - Able to submit applications and reports (e.g. Environmental Manager, Project Manager, RO, etc...)
- ◆ Edit - Read/edit capabilities. Can validate data, but not submit reports, EIs, and certain applications. However, able to submit facility profile and contact changes (e.g. environmental staff, consultant, anyone the facility entrusts to enter data).
- ◆ Trusted Partner - Not supported by IMPACT



# Step 4: Request Access

- Set a PIN

[home] [sign out]

### PIN Management

1. A PIN is used to digitally sign your documents.
2. When digitally signing a document, you will be asked to re-enter this PIN.
3. Safeguard your PIN. It is not recoverable and is known only to you.
4. You will be asked to sign a legal document describing your responsibilities regarding use of this PIN.

You have not previously set a PIN.

**Enter a new PIN**

PIN:

PIN (Confirm):

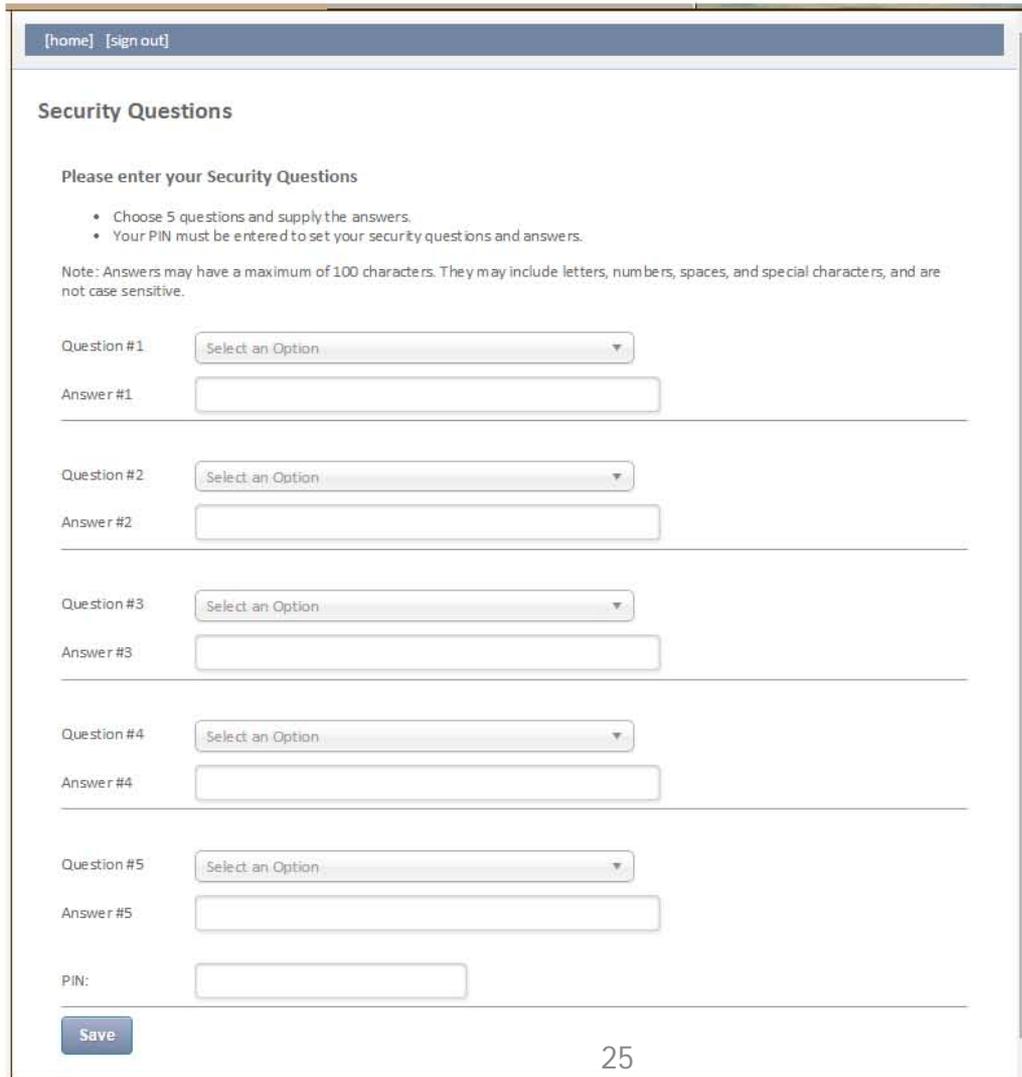
Password:

PIN must meet the following requirements:

- 8 Characters Minimum
- 1 Uppercase Letter
- 1 Lowercase Letter
- 1 Numeric Character
- No Repeating Characters
- PIN must match PIN (Confirm)

# Step 4: Request Access

- Set Security Questions/Answers



[home] [sign out]

## Security Questions

Please enter your Security Questions

- Choose 5 questions and supply the answers.
- Your PIN must be entered to set your security questions and answers.

Note: Answers may have a maximum of 100 characters. They may include letters, numbers, spaces, and special characters, and are not case sensitive.

Question #1

Answer #1

---

Question #2

Answer #2

---

Question #3

Answer #3

---

Question #4

Answer #4

---

Question #5

Answer #5

PIN:

25

# Step 4 – Request Access

- Select icon to download the unsigned affidavit

## Access Request

Status: Pending Submission  
Username:  
Name:  
ENVITE Role: eSign  
Application: IMPACT  
Organization: Wyoming Department of Environmental Quality

Unsigned Affidavit:



## Workflow

Action: Send to Agency for Approval

Notes:

Submit

# Step 5: Complete Affidavit

- Affidavit will need to be signed by the applicant and person in company approving access (eSign role)
- If requesting eSign access, the affidavit will also need to be notarized

# This section completed by applicant

## SAMPLE AFFIDAVIT

STATE OF Refers to the State where the Affidavit is notarized

COUNTY OF Refers to the County where the Affidavit is notarized

I, First and Last Name, as an agent of Company Name having been first duly sworn on oath deposes and says:

I understand that the Wyoming Department of Environmental Quality ("DEQ") shall allow me to submit electronic documents to the ENV-ITE System under authorized programs in lieu of paper submissions.

I agree to protect my unique electronic signature device from compromise and from use by anyone except me. Specifically, I agree to maintain the secrecy of the password and PIN; I will not divulge or delegate my user name, password or PIN to any other individual; I will not store my password or PIN in an unprotected location, and I will not allow my password or PIN to be written into computer scripts to achieve automated log-in.

I agree to contact the DEQ ENV-ITE administrator at [wdeq.envite@wyo.gov](mailto:wdeq.envite@wyo.gov) as soon as possible, but no later than 24 hours, after suspecting or determining that my user name, password and/or PIN have become lost, stolen or otherwise compromised.

I agree that I will review the contents of all electronic submissions prior to submission.

I understand and agree that I will be legally bound, obligated, or responsible by my use of my electronic signature, as I would be using my hand-written signature.

I understand that I will automatically receive an e-mail receipt from the DEQ's ENV-ITE System for any submission that contains a valid electronic signature, identifying the document received, the signatory, and the date and time of receipt.

I agree that I will contact the DEQ ENV-ITE Administrator if I do not receive an e-mail receipt as specified above within five (5) business days for any submission to the DEQ's ENV-ITE System.

I understand that I will have the opportunity to review the document submitted in a human-readable format and an opportunity to repudiate the electronic document based on this review.

I understand that the DEQ's ENV-ITE System will automatically reject any electronic document submitted without a valid electronic signature if such signature is required.

I understand that the DEQ may contact the Company Official(s) who signs below to authorize me as signatory for the company in order to verify my identity.

I agree to notify the DEQ ENV-ITE System Administrator if I cease to represent the regulated entity specified above as signatory as soon as this change in relationship occurs and I agree to retain a copy of this signed affidavit as long as I continue to represent the regulated entity specified above as signatory of the company's electronic submissions.

Auto-filled based on eGOV profile

Sign and print name/title

Signature: Signature of ENVITE account holder Print Name and Title: \_\_\_\_\_

## This section completed by **company/government owners/representatives who are authorizing ENV-ITE users to sign/edit**

I/We, could be a Director, or Corporate Officer, or Mayor, or Elected Official, as an agent of COMPANY NAME having been first duly sworn on oath deposes and says:

I/We, Director, or Corporate Officer, or Mayor, or Elected Official, assign the following person to e-sign electronic documents to the ENV-ITE System under authorized programs in lieu of paper submissions:

Authorized Program:	<u>IMPACT</u>
Name:	<u>First and Last Name</u>
Title:	<u>Title</u>
Employed by or on behalf of:	<u>Company Name</u>
Address:	<u>Address of ENVITE account holder</u>
Phone:	<u>Phone Number</u>
e-mail (Required)	<u>eMail address</u>

Auto-filled from  
ENV-ITE

I/We understand that is my/our responsibility to notify WDEQ in the event of:

1. The login credentials of the assigned person has been compromised (or suspected to have been compromised)
2. A facility has been closed
3. Change in employment status of assigned person
4. Name change of the assigned person

**For corporations, non-profits, and LLCs:** The corporation or entity, acting through the **officers** whose signatures appear below, acknowledges and accepts legal responsibility for the accuracy and completeness of any submissions (permits, data, etc.). Any submissions that are e-signed by the submitter are the corporation's or entities legal responsibility.

**For governmental entities:** The governmental entity, acting through the **officers** whose signatures appear below, acknowledges and accepts legal responsibility for the accuracy and completeness of any submissions (permits, data, etc.). Any submissions that are e-signed by the submitter are the government entities legal responsibility.

**For partnerships and sole proprietorships:** I/we acknowledge and accept legal responsibility for the accuracy and completeness of any submissions (permits, data, etc.). Any submissions that are e-signed by the administrator submitter are my/our legal responsibility.

**Corporations, limited liability corporations, partnerships and governments require two individual signatures.** For partnerships, the signatures must be general partners. For governmental entities, the signatures must be elected officials or officers that have the lawful authority to bind the entity.

Sole proprietorships require only the owner's signature.

Number of signatures  
required dependent on  
type of  
organization/government  
entity

# Step 5: Complete Affidavit

- All signatures for eSign role affidavit (2 or 3 depending on organization type) must be notarized

ALL SIGNATURES MUST BE NOTARIZED.

Signature: Signature of 1<sup>st</sup> official representative Print Name and Title: \_\_\_\_\_

ATTEST _____ (Seal) Subscribed in my presence and sworn to before me this _____, day of _____, 20____. Witness my hand and official seal:  My Commission Expires: _____ Notary Public
--

Signature: Signature of 2<sup>nd</sup> official representative Print Name and Title: \_\_\_\_\_

ATTEST _____ (Seal) Subscribed in my presence and sworn to before me this _____, day of _____, 20____. Witness my hand and official seal:  My Commission Expires: _____ Notary Public
--

# Step 5: Complete Affidavit

- **Mail** the affidavit to the WDEQ:
  - Wyoming Department of Environmental Quality  
ENVITE  
122 West 25th Street  
Herschler Building, 4th Floor West  
Cheyenne, WY 82002
- The original signed/notarized version is required by the WDEQ, therefore the affidavit cannot be submitted via email or fax

# Step 5: Complete Affidavit

- WDEQ staff will complete the approval process, request additional information, or deny the access request
- Applicants will receive email updates at each stage of the approval process
- You can also check the status through the ENV-ITE website

[home] [sign out]

## Access Request

Status: Approved

Username:

Name:

Unsigned Affidavit:

Signed Affidavit:



Signed affidavit  
will be uploaded  
by WDEQ upon  
approval

# Step 6: Access IMPACT

- Once the WDEQ has approved and uploaded your affidavit, you will be able to login directly to IMPACT and access facility information:
  - [airimpact.wyo.gov](http://airimpact.wyo.gov)
- Agree to the Attestation Warning and sign-in using your username and password

You are logging into **IMPACT** via ENV-ITE.

Login

ENV-ITE requires a free account from eGov - State of Wyoming Online Services.

**ATTESTATION WARNING**

This Environmental IT Environmental ("ENV-ITE") system has been established by the Wyoming Department of Environmental Quality (WDEQ) for the use of businesses or entities required to file reports or other data pursuant to federal and state laws and regulations. By affixing my electronic signature to any documents or data and by choosing to submit documents and data through the WDEQ's ENV-ITE system, I certify, acknowledge, and/or agree as follows:

- I am responsible for protecting my PIN, answers to secret questions from compromise;
- That I am the duly authorized representative of the business or entity associated with the electronic signature credential assigned to me by the WDEQ and that I am uniquely entitled to use the signature device;
- That the data I am submitting is true and correct to the best of my knowledge;
- That I may be subject to civil or administrative enforcement and penalties for failure to comply with reporting requirements under regulatory programs applicable to the business or entity I represent;
- That I may be subject to criminal liability for false certification of the data submitted; and
- That I am free to discontinue any transaction prior to finalization; otherwise, the document will be submitted to the WDEQ and the transaction will be complete, subject to my opportunity to repudiate the document as submitted in a human-readable format.

I certify, acknowledge, and/or agree to the above.

Username

Password

# Getting Started...

# Getting Started...

- > Google Chrome is the recommended browser for IMPACT
- > BACK button on browser will not work
- > ENTER button on keyboard does not work
  - ❖ Click "submit" instead
- > Ensure you have pop-ups enabled for the site



## IMPACT Internet Browser Configurations

This document is meant to aid an IMPACT user in choosing an appropriate Internet browser to access the system and what configurations to enable for specific browsers. IMPACT is accessed by proceeding to [airimpact.wyo.gov](http://airimpact.wyo.gov) and logging in with Username and Password.

Preferred Internet browsers to use in IMPACT are ranked by compatibility rating. A higher compatibility rating is a better Internet browser to use when working in IMPACT. The following also lists relevant settings needed for each browser.

### PC:

1. **Google Chrome**  chrome
  - a. Download for free here: <http://www.google.com/chrome/>.
  - b. Enable pop-ups in IMPACT by following these instructions: <https://support.google.com/chrome/answer/95472?hl=en>.
  
2. **Mozilla Firefox**  Firefox
  - a. Download for free here: <https://www.mozilla.org/en-US/firefox/new/>.
  - b. Enable pop-ups in IMPACT by following these instructions: <https://support.mozilla.org/en-US/questions/962529>.
  
3. **Internet Explorer** 
  - a. Download for free here: <http://windows.microsoft.com/en-us/internet-explorer/download-ie>.
  - b. Enable Compatibility mode for [airimpact.wyo.gov](http://airimpact.wyo.gov) by following these directions: <http://windows.microsoft.com/en-us/internet-explorer/use-compatibility-view#ie=ie-11>.
    1. When Internet Explorer recognizes that a webpage is not compatible, you will see the **Compatibility View** button on the **Address** bar. Try clicking it.  

    2. When Compatibility View is turned on, the button changes from an outline to a solid color when you view the page.  

  - c. Enable pop-ups in IMPACT by following these instructions: <https://support.microsoft.com/en-us/kb/909604>.

### Mac:

1. **Safari** 
  - a. Download for free here: <https://support.apple.com/en-us/HT204416>.
  - b. Enable pop-ups by following these directions: <http://www.techpages.com/safari-enabledisable-pop-up-blocker>.

### Mobile Device (Smartphone, iPad, Tablet, etc.):

1. **Google Chrome**  chrome

Note: IMPACT is not optimized for mobile devices but will work on Android phones with Chrome browsers.

# Accessing IMPACT

- > Select your company by clicking on the AQR Company ID

## IMPACT Company Selector

**Account Information**

Name: aqdstaff

**Choose Company**

To manage a company's facilities, select its AQR Company ID from the following list of authorized companies. To return to the company selector from another page, press the Company Selector link in the top right corner.

AQR Company ID	AQR Company Name	ENVITE ID	Access Level
CMP000795	WDEQ/WQD	795	eSigner

[Printable view](#) [Export to excel](#)

# Accessing IMPACT

- > Select your facility by clicking on the Facility ID

## IMPACT Facility Selector

### Account Information

Name: aqdstaff      Company Name: WDEQ/WQD  
ENVITE Company Id: 795      Access: eSigner

### Choose Facility

To manage a facility, select its Facility ID from the following list of authorized facilities. To return to the facility selector from another page, press the Facility Selector link in the top right corner.

Facility ID	Facility Name	Operating	Facility Class	Facility Type	County	Lat/Long
<a href="#">F025927</a>	AQD Test Facility	Operating	Title V	Compressor Station	Converse	<a href="#">43.29083/-105.09956</a>

[Printable view](#)   [Export to excel](#)

# Navigating IMPACT: Menu System

## > Tiered menu system:

- ❖ **Top row of links** is always visible, and will allow you to select a different company/facility
- ❖ Select company, then facility
- ❖ **First** and **second** level menus are visible from the IMPACT Home page for a given facility

Version 5.0 | Build ID: 8.2.0  
Welcome aqdstaff

[Return to Company Selector](#) [Return to Facility Selector](#) [Return to ENVITE home page](#)

**IMPACT Home**

Task - Facility Contact Change

Task - Facility Inventory Change

**Tasks** | [Current Facility Inventory](#) | [Current Owner](#) | [Contacts](#) | [Applications](#) | [Emissions Inventories](#) | [Permits](#) | [Compliance Reports](#) | [Event Logs](#) | [External References](#)

IMPACT Home >

- [Owners](#)
- [Contacts](#)
- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)
- [Applications](#)
- [Permits](#)
- [Emissions Inventories](#)
- [Rules & Regs](#)
- [Facility Inventory History](#)
- [Event Logs](#)
- [Compliance Reports](#)

- ❖ A **third** level menu may appear on the left depending on the first and second level
- ❖ **Bottom row of links** includes those at the top of the page and the first level menu items

**IMPACT Home**

| [Task - Facility Contact Change](#)

| [Task - Facility Inventory Change](#)

| [Task - NSR Application \(A0000489\)](#)

| [Task - NSR Application \(A0000493\)](#)

| [Task - Stack Test \(18641\)](#)

[Return to Company Selector](#)

| [Return to Facility Selector](#)

| [Return to ENVITE home page](#)

# Navigating IMPACT: First Level Menu

IMPACT Home

Task - Facility Contact Change

Task - Facility Inventory Change

Task - NSR Application (A0000489)

Task - NSR Application (A0000493)

Task - Stack Test (18641)

- > IMPACT Home tab is always available
- > Other first level menu options will vary depending on In Progress Tasks. These may include:
  - ❖ Facility Contact Change
  - ❖ Facility Inventory Change
  - ❖ NSR Application
  - ❖ Title V Application
  - ❖ TV (Title V) Emissions Inventory
  - ❖ Stack Test
  - ❖ Reporting (various types)
- > Only one Facility Inventory Change and one Facility Contact Change tab may be open at a time
- > Multiple reports/applications may be in progress simultaneously, and separate first level menu tabs will be available for each

# Navigating IMPACT: Second Level Menu

Tasks | [Current Facility Inventory](#) | [Current Owner](#) | [Contacts](#) | [Applications](#) | [Emissions Inventories](#) | [Permits](#) | [Stack Tests](#) | [Compliance Reports](#) | [Event Logs](#) | [External References](#)

- > The IMPACT HOME tab defaults to the current in progress tasks at the facility

## IMPACT Home

**Facility Information**

Facility ID: F025927	Facility Name: AQD Test Facility	District: District 2
Facility Type: Compressor Station	Company Name: WDEQ/WQD	County: Converse
Physical Address: On Cow Creek Road 2 miles east of Dull Center Road	City: Converse County	
Lat/Long: <a href="#">43.29083/-105.09956</a>	PLSS: QSESE-S2-T38N-R69W	

**▼ In Progress Tasks**

Select	Task Type	Task Description	Dependent on Task	Created Date	User Name
<input type="radio"/>	Facility Contact Change	<a href="#">Facility Contact Change</a>	N/A	8/18/2014	aqdstaff
<input type="radio"/>	Facility Detail Change	<a href="#">Facility Inventory Change</a>	<a href="#">Facility Contact Change</a>	8/18/2014	aqdstaff

**New Tasks**  
Select from the lists below to create a new task

<b>Facility Management</b>	<b>Permitting</b>
<input type="button" value="Make a Facility Inventory Change"/>	<input type="button" value="Create an NSR Permit Application"/>
<input type="button" value="Make a change to the Facility Contact(s)"/>	<input type="button" value="Create a Title V Permit Application"/>
<b>Emissions Reporting</b>	<b>Compliance Reporting</b>
<input type="button" value="Create an Emissions Inventory"/>	<input type="button" value="Create a Stack Test Report"/>
	<input type="button" value="Create a CEMS/COMS/RATA Compliance Report"/>
	<input type="button" value="Create a One Time Compliance Report"/>
	<input type="button" value="Create an Other Compliance Report"/>

Clicking these buttons will create first level menu options

# Navigating IMPACT: Second Level Menu

Tasks | **Current Facility Inventory** | Current Owner | Contacts | Applications | Emissions Inventories | Permits | Stack Tests | Compliance Reports | Event Logs | External References

- > Information about the facility and its emission units, control devices, and release points can be found in the Current Facility Inventory tab

Selecting different elements of the Facility Tree will display information about the equipment

**Facility Detail**

Facility ID: F025927      Facility Name: AQD Test Facility      District: District 2      Version Start Date: 8/20/2014  
Facility Type: Compressor Station      Company Name: WDEQ/WQD      County: Converse      Version End Date: Current

**Emissions Unit Information**

AQD ID: DHY001  
Emission Unit Type: Dehydration Unit      [Help me select the Emission Unit Type](#)

AQD Description: H1 - Glycol Heater T-214

Company Equipment ID: DHY1  
Company Equipment Description: Dehy

Operating Status: Operating

Initial Construction Commencement Date: 3/6/2012  
Initial Operation Commencement Date: 3/6/2012  
Most Recent Construction/Modification Commencement Date: 3/6/2012  
Most Recent Operation Commencement Date: 3/6/2012

**Emission Unit Type Specific Information**

Dehydration Type: DEG  
Design Capacity: 30.00 (MMscf/day)

**Permitted Emissions**

This table is populated by AQD staff based on established/permitted emission limits. It is shown here for informational purposes only.

Pollutant	Potential Emissions	Allowable Emissions	Comments
	Rate Units	Rate Units	

Printable view      Export to excel

Edit      Create Cloned Emissions Unit

Create Emissions Process

# Navigating IMPACT: Second Level Menu

Tasks | Current Facility Inventory | **Current Owner** | Contacts | Applications | Emissions Inventories | Permits | Stack Tests | Compliance Reports | Event Logs | External References

- > Basic information about the current owner is displayed in the Current Owner tab
- > This tab is populated by the Division
- > Ownership changes are still handled outside of IMPACT

## Current Owner

### Company Information

ID: CMP000795  
Name: WDEQ/WQD  
Alias:  
ENVITE ID: 795  
Phone:  
Fax:

Address1:  
Address2:

City:  
State:

Zip:  
Country:

# Navigating IMPACT: Second Level Menu

**Contacts**

Facility ID: F025927      Facility Name: AQD Test Facility      District: District 2      Version Start Date: 8/20/2014  
 Facility Type: Compressor Station      Company Name: WDEQ/WQD      County: Converse      Version End Date: Current

▼ Contact Types

Contact Type	Contact ID	Contact Name	Phone Number	Email	Start Date	End Date ▲
<a href="#">Environmental contact</a>	CNT031330	Allen, Richard			7/7/2014	
<a href="#">Billing contact</a>	CNT031722	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Compliance contact</a>	CNT031722	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">TV Permitting contact</a>	CNT031722	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	CNT031722	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	CNT029773	Uzzell, James			8/7/2014	

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▼ Contacts

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Contact ID	Last Name ▲	First Name	Preferred Name	Phone	Email	Company ID	Company Name
<a href="#">CNT031330</a>	Allen	Richard				<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029955</a>	Allen	Regina		(307)777-5974		<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT030755</a>	Arment	Jean				<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029823</a>	Bartell	Leslie		(307)332-6755		<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029655</a>	Bleile	Heather		(307)777-7802		<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029370</a>	Bocchino	Lori		(307)777-8578		<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029367</a>	Dietrich	Steven		(307)777-7391	<a href="#">Sdietr@wvo.gov</a>	<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT031006</a>	Feusner	LeRoy				<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029699</a>	Finch	Joel		(307)335-6936	<a href="#">joel.finch@wvo.gov</a>	<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029525</a>	Finley	David				<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029372</a>	Gill	Robert		(307)777-3774		<a href="#">CMP000795</a>	WDEQ/WQD

Facility Contacts are listed in the Contacts Types table

All contacts for the company are listed in the Contacts table (although this may not include consultant contacts)

# Navigating IMPACT: Second Level Menu

Tasks | Current Facility Inventory | Current Owner | Contacts | Applications | Emissions Inventories | Permits | Stack Tests | Compliance Reports | Event Logs | External References

- > Applications that have been submitted appear in the Applications tab
- > Emissions inventories submitted through IMPACT will be available in the Emissions Inventories tab
- > Active permits for the facility will appear in the Permits tab
- > Stack testing submitted through IMPACT will appear in the Stack Tests tab
- > Compliance reports submitted through IMPACT (emission unit start-up, quarterly CEM/COM monitoring, etc.) appear in the Compliance Reports tab

# Navigating IMPACT: Second Level Menu

- > The Event Logs tab allows users to see any submittals or changes to the facility

### Event Logs

<b>Facility ID:</b> F025927	<b>Facility Name:</b> AQD Test Facility	<b>District:</b> District 2	<b>Version Start Date:</b> 8/20/2014
<b>Facility Type:</b> Compressor Station	<b>Company Name:</b> WDEQ/WQD	<b>County:</b> Converse	<b>Version End Date:</b> Current

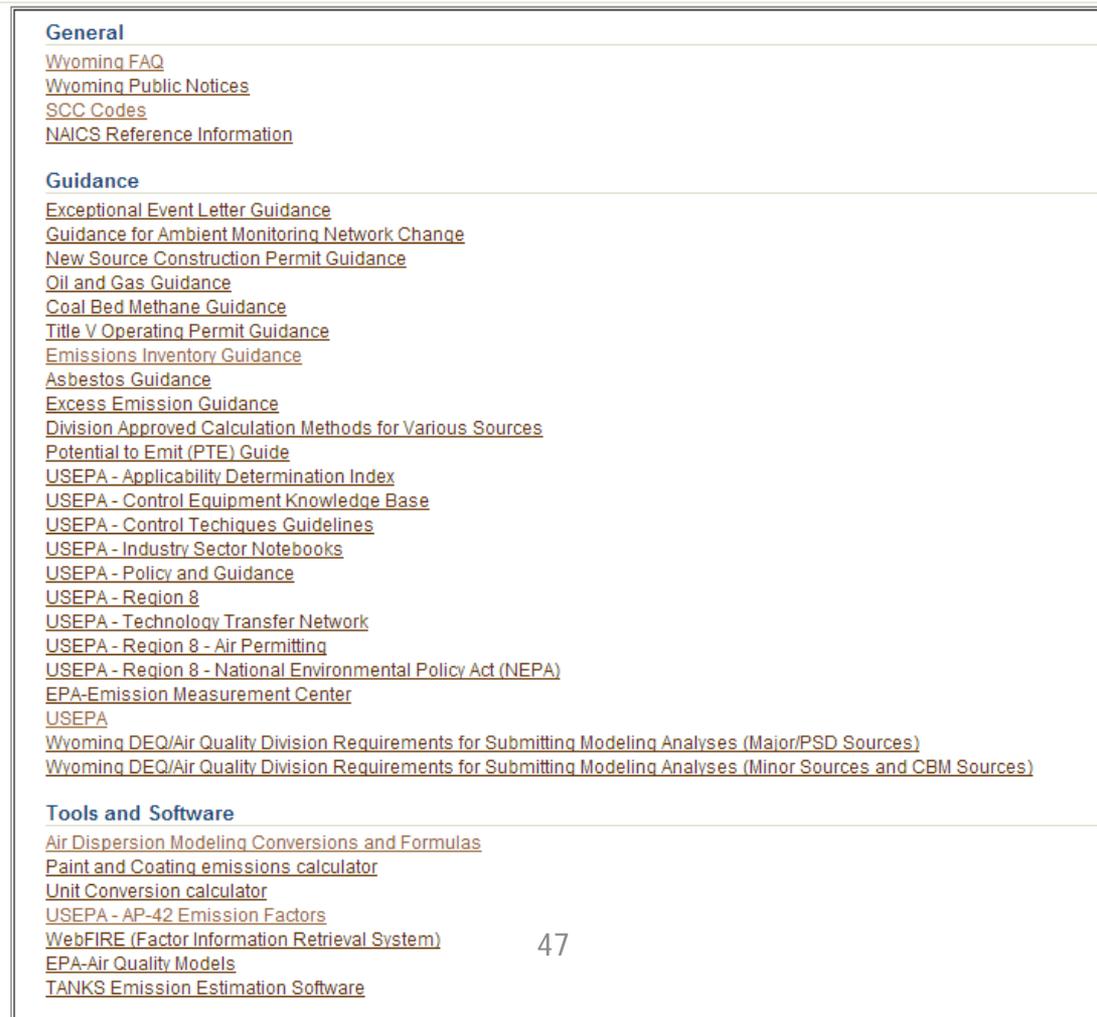
Date	Staff	Event Type	Note
03/06/2014 13:54:19	Hall, Brian	Facility Inventory Change Event	Facility Name changed from [Dummy Station] to [AQD Test Facility]
03/06/2014 13:25:29	Mangin, Zachary	Facility Inventory Change Event	Billing contact changed to: [Staff, AQD] as of: [03/06/2014 12:00:00]

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# Navigating IMPACT: Second Level Menu

Tasks | Current Facility Inventory | Current Owner | Contacts | Applications | Emissions Inventories | Permits | Stack Tests | Compliance Reports | Event Logs | **External References**

- > Links to a number of tools and guidance documents can be found in the external references tab



**General**

- [Woming FAQ](#)
- [Woming Public Notices](#)
- [SCC Codes](#)
- [NAICS Reference Information](#)

**Guidance**

- [Exceptional Event Letter Guidance](#)
- [Guidance for Ambient Monitoring Network Change](#)
- [New Source Construction Permit Guidance](#)
- [Oil and Gas Guidance](#)
- [Coal Bed Methane Guidance](#)
- [Title V Operating Permit Guidance](#)
- [Emissions Inventory Guidance](#)
- [Asbestos Guidance](#)
- [Excess Emission Guidance](#)
- [Division Approved Calculation Methods for Various Sources](#)
- [Potential to Emit \(PTE\) Guide](#)
- [USEPA - Applicability Determination Index](#)
- [USEPA - Control Equipment Knowledge Base](#)
- [USEPA - Control Techniques Guidelines](#)
- [USEPA - Industry Sector Notebooks](#)
- [USEPA - Policy and Guidance](#)
- [USEPA - Region 8](#)
- [USEPA - Technology Transfer Network](#)
- [USEPA - Region 8 - Air Permitting](#)
- [USEPA - Region 8 - National Environmental Policy Act \(NEPA\)](#)
- [EPA-Emission Measurement Center](#)
- [USEPA](#)
- [Woming DEQ/Air Quality Division Requirements for Submitting Modeling Analyses \(Major/PSD Sources\)](#)
- [Woming DEQ/Air Quality Division Requirements for Submitting Modeling Analyses \(Minor Sources and CBM Sources\)](#)

**Tools and Software**

- [Air Dispersion Modeling Conversions and Formulas](#)
- [Paint and Coating emissions calculator](#)
- [Unit Conversion calculator](#)
- [USEPA - AP-42 Emission Factors](#)
- [WebFIRE \(Factor Information Retrieval System\)](#)
- [EPA-Air Quality Models](#)
- [TANKS Emission Estimation Software](#)

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

3rd Level Menu available under Facility Inventory Change Task

- Owners
- Contacts
- Emission Units
- Control Equipment
- Release Points
- Applications
- Permits
- Emissions Inventories
- Rules & Regs
- Facility Inventory History
- Event Logs
- Compliance Reports
- Stack Tests

- Rules & Regs
- Emission Units
- Control Equipment
- Release Points

**Owners**

<b>Facility ID:</b> F025927	<b>Facility Name:</b> AQD Test Facility	<b>District:</b> District 2	<b>Version Start Date:</b> 9/10/2014
<b>Facility Type:</b> Compressor Station	<b>Company Name:</b> WDEQ/WQD	<b>County:</b> Converse	<b>Version End Date:</b> Current

Company ID	Company Name	Start Date	End Date
CMP000795	WDEQ/WQD	3/6/2014	

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# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

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- [Stack Tests](#)

- [Rules & Regs](#)
- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)

Contacts

**Facility ID:** F025927      **Facility Name:** AQD Test Facility      **District:** District 2      **Version Start Date:** 9/10/2014  
**Facility Type:** Compressor Station      **Company Name:** WDEQ/WQD      **County:** Converse      **Version End Date:** Current

▼ Contact Types

Contact Type	Contact ID	Contact Name	Phone Number	Email	Start Date	End Date ▲
<a href="#">Environmental contact</a>	<a href="#">CNT031330</a>	Allen, Richard	(555)555-5555	<a href="#">Unknown@gmail.com</a>	7/7/2014	
<a href="#">Billing contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Compliance contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">TV Permitting contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Billing contact</a>	<a href="#">CNT029773</a>	Uzzell, James			9/10/2014	
<a href="#">Responsible Official</a>	<a href="#">CNT029773</a>	Uzzell, James			8/7/2014	9/9/2014

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▼ Contacts

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Contact ID	Last Name ▲	First Name	Preferred Name	Phone	Email	Company ID	Company Name
<a href="#">CNT031330</a>	Allen	Richard		(555)555-5555	<a href="#">Unknown@gmail.com</a>	<a href="#">CMP000795</a>	WDEQ/WQD
<a href="#">CNT029955</a>	Allen	Regina		(307)777-		<a href="#">CMP000795</a>	WDEQ/WQD

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

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- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)

**Emission Units**

Facility ID: F025927      Facility Name: AQD Test Facility      District: District 2      Version Start Date: 9/10/2014  
 Facility Type: Compressor Station      Company Name: WDEQ/WQD      County: Converse      Version End Date: Current

AQD ID	AQD Description	Company Equipment ID	Company Equipment Description	Emissions Unit Type	Operating Status	Completion of Initial Installation Date
<a href="#">AMN001</a>		AMINE1	Amine Unit	Amine Unit	Not Yet Installed	
<a href="#">AMN002</a>		AMINE2	Amine Unit	Amine Unit	Not Yet Installed	
<a href="#">AMN003</a>		AMN004	Amine unit	Amine Unit	Not Yet Installed	
<a href="#">BOL001</a>		BOIL001	Boiler	Boiler	Not Yet Installed	
<a href="#">DHY001</a>	H1 - Glycol Heater T-214	DHY1	Dehy	Dehydration Unit	Operating	3/6/2012

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

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- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)

**Control Equipment**

Facility ID: F025927	Facility Name: AQD Test Facility	District: District 2	Version Start Date: 9/10/2014
Facility Type: Compressor Station	Company Name: WDEQ/WQD	County: Converse	Version End Date: Current

AQD ID	AQD Description	Company Control Equipment ID	Company Control Equipment Description	Control Equipment Type	Operating Status	Initial Installation Date	Associated AQD Emissions Unit IDs
<a href="#">FLA001</a>		FL001	Flare 1	Flare	Not Operating	9/12/2014	AMN001, AMN002
<a href="#">FLA002</a>		F1	Flare	Flare	Not Operating	1/1/2015	FUG001
<a href="#">FLA003</a>		F2	Backup Flare	Flare	Operating		FUG001
<a href="#">FLA004</a>		F1	Flare - Primary	Flare	Not Operating		FUG003
<a href="#">FLA005</a>		F2	Flare - Backup	Flare	Not Operating		FUG003
<a href="#">LNB001</a>	LNB	LNB1	LNB	Low NOx Burner	Operating	3/6/2014	ENG001

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

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**Release Points**

Facility ID: F025927		Facility Name: AQD Test Facility		District: District 2		Version Start Date: 9/10/2014	
Facility Type: Compressor Station		Company Name: WDEQ/WQD		County: Converse		Version End Date: Current	
AQD ID	AQD Description	Company Release Point ID	Company Release Point Description	Release Point Type	Operating Status	CEM(s) Present	Associated AQD Emissions Unit IDs
<a href="#">VER013</a>		AMNXX	amine treater vent	Vertical	Not Operating	<input type="checkbox"/>	AMN003
<a href="#">AVL001</a>	Fugitives from Pneumatic Controllers	AVL1	AVL1	Fugitive (Area, Volume, Line)	Operating	<input type="checkbox"/>	FUG001
<a href="#">AVL002</a>	Fugitive Equipment Leaks	AVL2	AVL2	Fugitive (Area, Volume, Line)	Operating	<input type="checkbox"/>	FUG002

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

3rd Level Menu available under Facility Inventory Change Task

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- [Rules & Reqs](#)
- [Emission Units](#)
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- [Release Points](#)

**Applications**

<b>Facility ID:</b> F025927	<b>Facility Name:</b> AQD Test Facility	<b>District:</b> District 2	<b>Version Start Date:</b> 9/10/2014
<b>Facility Type:</b> Compressor Station	<b>Company Name:</b> WDEQ/WQD	<b>County:</b> Converse	<b>Version End Date:</b> Current

Request Number	Request Type	Received Date	Previous Application Number	Permit Number(s)
<a href="#">A0000508</a>	NSR Application	9/4/2014	A0000489	P0000106
<a href="#">A0000489</a>	NSR Application	8/22/2014	N/A	P0000101

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

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- [Rules & Regs](#)
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**Permits**

**Facility ID:** F025927      **Facility Name:** AQD Test Facility      **District:** District 2      **Version Start Date:** 9/10/2014  
**Facility Type:** Compressor Station      **Company Name:** WDEQ/WQD      **County:** Converse      **Version End Date:** Current

Permit Number	Legacy Permit Number	Application Numbers	Type	Reason(s)	Public Notice		PP Publication		Final Issuance		Expiration Date
					Date	Document	Date	Document	Date	Document	
P0000101		A0000489	NSR	Not yet assigned							
P0000101		A0000489	NSR	Not yet assigned							
P0000106		A0000508	NSR	Not yet assigned							
P0000106		A0000508	NSR	Not yet assigned							

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

3rd Level Menu available under Facility Inventory Change Task

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- [Rules & Regs](#)
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## Emissions Inventories

<b>Facility ID:</b> F025927 <b>Facility Type:</b> Compressor Station	<b>Facility Name:</b> AQD Test Facility <b>Company Name:</b> WDEQ/WQD	<b>District:</b> District 2 <b>County:</b> Converse	<b>Version Start Date:</b> 9/10/2014 <b>Version End Date:</b> Current
---	--	--	--

Inventory ID	Previous Inventory	Facility History ID	District	Year	Category	Reporting State	Received Date	Total Emissions Reported (Tons)
EI0000030		Current (26453)	District 2	2013	TV	Submitted	9/10/2014	16

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

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- Emission Units
- Control Equipment
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- Emissions Inventories
- Rules & Regs
- Facility Inventory History
- Event Logs
- Compliance Reports
- Stack Tests

The third level menu helps you navigate and access info at the facility

3rd Level Menu available under Facility Inventory Change Task

- Rules & Regs
- Emission Units
- Control Equipment
- Release Points

**Rules & Regs Applicability**

Subject to Part 60 NSPS: <input type="checkbox"/>	Subject to PSD: <input type="checkbox"/>	Subject to Title IV Acid Rain: <input type="checkbox"/>
Subject to Part 61 NESHAP: <input type="checkbox"/>	Subject to non-attainment NSR: <input type="checkbox"/>	
Subject to Part 63 NESHAP: <input type="checkbox"/>	Subject to 112(r) Accidental Release Prevention: <input type="checkbox"/>	

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

3rd Level Menu available under Facility Inventory Change Task

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- [Rules & Reqs](#)
- [Facility Inventory History](#)
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- [Rules & Reqs](#)
- [Emission Units](#)
- [Control Equipment](#)
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## Facility Inventory History

Facility ID: F025927	Facility Name: AQD Test Facility	District: District 2	Version Start Date: 9/10/2014
Facility Type: Compressor Station	Company Name: WDEQ/WQD	County: Converse	Version End Date: Current

Version ID	Version Start Date	Version End Date	Preserved
<a href="#">CURRENT</a>	9/10/2014		<input checked="" type="checkbox"/>
<a href="#">26452</a>	9/10/2014	9/10/2014	<input checked="" type="checkbox"/>
<a href="#">26450</a>	9/5/2014	9/10/2014	<input checked="" type="checkbox"/>



# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

3rd Level Menu available under Facility Inventory Change Task

- [Owners](#)
- [Contacts](#)
- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)
- [Applications](#)
- [Permits](#)
- [Emissions Inventories](#)
- [Rules & Reqs](#)
- [Facility Inventory History](#)
- [Event Logs](#) 
- [Compliance Reports](#)
- [Stack Tests](#)

- [Rules & Reqs](#)
- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)

### Event Logs

<b>Facility ID:</b> F025927	<b>Facility Name:</b> AQD Test Facility	<b>District:</b> District 2	<b>Version Start Date:</b> 9/10/2014
<b>Facility Type:</b> Compressor Station	<b>Company Name:</b> WDEQ/WQD	<b>County:</b> Converse	<b>Version End Date:</b> Current

Date	Staff	Event Type	Note
09/04/2014 11:34:43	Portal User	Permit Application Received Event	Permit application number A0000508 has been received.
08/21/2014 22:13:54	Portal User	Permit Application Received Event	Permit application number A0000489 has been received.
03/06/2014 13:54:19	Hall, Brian	Facility Inventory Change Event	Facility Name changed from [Dummy Station] to [AQD Test Facility]
03/06/2014 13:25:29	Mangin, Zachary	Facility Inventory Change Event	Billing contact changed to: [Staff, AQD] as of: [03/06/2014 12:00:00]

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

3rd Level Menu available under Facility Inventory Change Task

- [Owners](#)
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- [Applications](#)
- [Permits](#)
- [Emissions Inventories](#)
- [Rules & Reqs](#)
- [Facility Inventory History](#)
- [Event Logs](#)
- [Compliance Reports](#)
- [Stack Tests](#)

- [Rules & Reqs](#)
- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)

### Compliance Reports

Facility ID: F025927      Facility Name: AQD Test Facility      District: District 2      Version Start Date: 9/10/2014  
Facility Type: Compressor Station      Company Name: WDEQ/WQD      County: Converse      Version End Date: Current

Report ID	District	Report Type	Description	Category	Received Date	Accepted	Report Status
CRPT000057	District 2	One Time Reports	Engine Start-Up	Start-up of EU	9/10/2014	Not Yet Reviewed	Submitted

[Printable view](#)    [Export to excel](#)

# Navigating IMPACT: Third Level Menu

3rd Level Menu available under Current Facility Inventory

The third level menu helps you navigate and access info at the facility

3rd Level Menu available under Facility Inventory Change Task

- [Owners](#)
- [Contacts](#)
- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)
- [Applications](#)
- [Permits](#)
- [Emissions Inventories](#)
- [Rules & Reqs](#)
- [Facility Inventory History](#)
- [Event Logs](#)
- [Compliance Reports](#)
- [Stack Tests](#)

- [Rules & Reqs](#)
- [Emission Units](#)
- [Control Equipment](#)
- [Release Points](#)

**Stack Tests**

Facility ID: F025927	Facility Name: AQD Test Facility	Operating Status: Operating	Version End Date: Current
Facility Type: Compressor Station	Company Name: WDEQ/WQD	Version Start Date: 9/10/2014	

Stack Test ID	EUs	Stack Test Method	Failed Pollutants	Test Date(s)	Reviewer	Date Reviewed	Test State	Conformed to Test Method
STCK018637	ENG001	Method 7E - NOx - Instrumental		8/18/2014			Submitted	Yes



# Facility Profiles

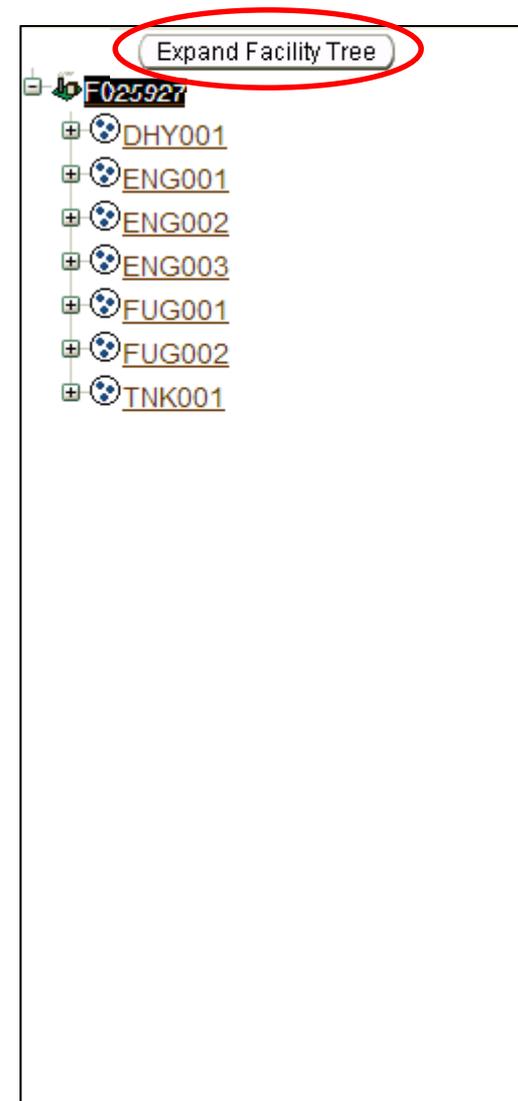
# Facility Profile Overview

## TOPICS TO COVER:

- > Facility Tree and Components
- > Adding/Editing Contacts
- > Updating Facility Inventory
- > Verification

# Facility Tree

- > Emission Units listed under facility ID
- > Expand Facility Tree to see other components of the facility tree (i.e. process, control equipment, and release points)
- > Click on the emission unit, process, control device, or release point to see information specific to that piece of equipment
- > The Facility Tree should mimic the airflow as it is conveyed from the emissions unit/process to the control device(s) (if any) and out the release point(s).



# Facility Tree: Emission Unit

## Emission Unit

- ❖ Definition:  
Equipment related to industrial processes that emit air pollutants at a facility
- ❖ Examples: boiler, engine, generator, paint spray booth

### Emissions Unit Information

AQD ID: DHY001

Emission Unit Type: Dehydration Unit [Help me select the Emission Unit Type](#)

AQD Description: H1 - Glycol Heater T-214

Company Equipment ID: DHY1

Company Equipment Description: Dehy

Operating Status: Operating

Initial Construction Commencement Date: 3/6/2012

Initial Operation Commencement Date: 3/6/2012

Most Recent Construction/Modification Commencement Date: 3/6/2012

Most Recent Operation Commencement Date: 3/6/2012

### ▼ Emission Unit Type Specific Information

Dehydration Type: DEG

Design Capacity 30.00 (MMscf/day):

### ▼ Permitted Emissions

This table is populated by AQD staff based on established/permitted emission limits. It is shown here for informational purposes only.

Pollutant	Potential Emissions	Allowable Emissions	Comments
	Rate Units	Rate Units	

[Printable view](#) [Export to excel](#)

[Edit](#) [Create Cloned Emissions Unit](#)

[Create Emissions Process](#)

# Facility Tree: Process Unit

## Process Unit

❖ Definition: An industrial activity that categorizes or describes an emission unit, and related characteristics, such as the fuel used; associated with SCC

❖ Example: 10100222

- ◆ Level 1 - 1: External Combustion Boiler
- ◆ Level 2 - 01: Electric Generation
- ◆ Level 3 - 002: Subbituminous Coal
- ◆ Level 4 - 22: Pulverized Coal: Dry Bottom

**Process Information**

**Process ID:** PRC006

**Process Name:**

**Company Process Description:** H1 - Glycol Heater T-214

**Source Classification Code (SCC):** 31000302

**SCC Level 1 Description:** 3:Industrial Processes

**SCC Level 2 Description:** 10:Oil and Gas Production

**SCC Level 3 Description:** 003:Natural Gas Processing Facilities

**SCC Level 4 Description:** 02:Glycol Dehydrators: Reboiler Burner Stack: Triethylene Glycol

[SCC reference information](#)

# Facility Tree: Control Device



## Control Device

- ❖ Definition: A device that reduces, prevents, captures or destroys air pollutants before they are released into the atmosphere
- ❖ Examples: Adsorber, baghouse, cyclone, scrubber

### Control Equipment Information

AQD ID: LNB001  
Control Equipment Type: Low NOx Burner  
AQD Description: LNB

Company Control Equipment ID: LNB1  
Company Control Equipment Description: LNB

Operating Status: Operating  
Initial Installation Date: 3/6/2014  
Manufacturer Name:                      Model Name and Number:

### Control Equipment Type Specific Information

Inlet Gas Temp (F): 120  
Burner Type: Low Nox Burner  
Outlet Gas Temp (F): 150

### Pollutants Controlled

Explanation

\*You must specify at least one pollutant in the Pollutants Controlled table

Pollutant	Design Control Efficiency(%)	Operating Control Efficiency(%)	Capture Efficiency(%)	Total Capture Control(%)
NOx - Nitrogen Oxides	98	100	98	98

Printable view    Export to excel

Edit    Delete    Create Cloned Control Equipment

Create And Associate Subsequent Control Equipment    Create And Associate Release Point

Associate Existing Subsequent Control Equipment    Associate Existing Release Point

Disassociate Subsequent Control Equipment    Disassociate Release Point

# Facility Tree: Release Point



## Release Point

- ❖ Definition: The point at which a contained pollutant is emitted to the atmosphere
- ❖ Examples: Vertical stack, horizontal stack, area/volume/line release points

### Release Point Information

**AQD ID:** VER004  
**Release Point Type:** Vertical  
**AQD Description:** Glycol Heater T-214

**Company Release Point ID:** VER4  
**Company Release Point Description:** Glycol Heater

**Operating status:** Operating  
**Release Point Latitude:** 43.29083  
**Release Point Longitude:** -105.09956  
[Show On Map](#)

**Facility Latitude:** 43.29083  
**Facility Longitude:** -105.09956

### Release Point Type Specific Information

**Base Elevation (ft):** 5600.00  
Feet above sea level

**Stack Height (ft):** 15.00  
Feet above base elevation

**Stack Diameter (ft):** .30

**Exit Gas Velocity (ft/s):** 17.61  
**Exit Gas Temp (F):** 700.00

**Exit Gas Flow Rate (acfm):** 15.00

### CEM Data

Description	Pollutant Monitored												
	H2S	SO2	NOX	CO	THC	HCL	HFL	O	TRS	CO2	FLOW	OPACITY	PM

[Printable view](#) [Export to excel](#)

[Edit](#) [Delete](#) [Create Cloned Release Point](#)

# Facility Management

- > To make edits to, add contact(s) or make changes to the facility inventory, navigate to the Tasks (IMPACT Home) tab and select the appropriate button under Facility Management

## IMPACT Home

### Facility Information

<b>Facility ID:</b> F025927	<b>Facility Name:</b> AQD Test Facility	<b>District:</b> District 2
<b>Facility Type:</b> Compressor Station	<b>Company Name:</b> WDEQ/WQD	<b>County:</b> Converse
<b>Physical Address:</b> On Cow Creek Road 2 miles east of Dull Center Road	<b>City:</b> Converse County	
<b>Lat/Long:</b> <a href="#">43.29083/-105.09956</a>	<b>PLSS:</b> QSESE-S2-T38N-R69W	

### In Progress Tasks

Select	Task Type	Task Description	Dependent on Task	Created Date	User Name
<input type="radio"/>	Facility Contact Change	<a href="#">Facility Contact Change</a>	N/A	8/18/2014	aqdstaff
<input type="radio"/>	Facility Detail Change	<a href="#">Facility Inventory Change</a>	<a href="#">Facility Contact Change</a>	8/18/2014	aqdstaff

[Delete selected task\(s\)](#) [Printable view](#) [Export to excel](#)

### New Tasks

Select from the lists below to create a new task

<h4>Facility Management</h4> <ul style="list-style-type: none"><li><a href="#">Make a Facility Inventory Change</a></li><li><a href="#">Make a change to the Facility Contact(s)</a></li></ul>	<h4>Permitting</h4> <ul style="list-style-type: none"><li><a href="#">Create an NSR Permit Application</a></li><li><a href="#">Create a Title V Permit Application</a></li></ul>
<h4>Emissions Reporting</h4> <ul style="list-style-type: none"><li><a href="#">Create an Emissions Inventory</a></li></ul>	<h4>Compliance Reporting</h4> <ul style="list-style-type: none"><li><a href="#">Create a Stack Test Report</a></li><li><a href="#">Create a CEMS/COMS/RATA Compliance Report</a></li><li><a href="#">Create a One Time Compliance Report</a></li><li><a href="#">Create an Other Compliance Report</a></li></ul>

# Facility Management: Facility Contact Change

Welcome aqdstaff    IMPACT Home    **Task - Facility Contact Change**    Task - Facility Inventory Change    Task - NSR Application (A0000489)    Task - NSR Application (A0000493)

**Contacts**

[Task - Facility Contact Change](#) >

**Contacts**

Facility ID: F025927    Facility Name: AQD Test Facility    District: District 2    Version Start Date: 8/20/2014  
Facility Type: Compressor Station    Company Name: WDEQ/WQD    County: Converse    Version End Date: Current

▼ Contact Types

Contact Type	Contact ID	Contact Name	Phone Number	Email	Start Date	End Date ▲
<a href="#">Environmental contact</a>	CNT031330	Allen, Richard			7/7/2014	
<a href="#">TV Permitting contact</a>	CNT031722	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Billing contact</a>	CNT031722	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Compliance contact</a>	CNT031722	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	CNT031722	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	CNT029773	Uzzell, James			8/7/2014	

Printable view    Export to excel

**Assign Contact Type**

▼ Contacts

Contact ID	Last Name	First Name	Preferred Name	Phone	Email	Company ID	Company Name
CNT031330	Allen	Richard				CMP000795	WDEQ/WQD
CNT029955	Allen	Regina		(307)777-5974		CMP000795	WDEQ/WQD
CNT029773	Uzzell	James				CMP000795	WDEQ/WQD
CNT031425	Warner	Steve		(970)292-1883		CMP000795	WDEQ/WQD

Printable view    Export to excel

Previous    Show All 33    Next

**Create Contact Person**

Submit

This button allows you to designate facility contacts

Click here to create a new contact

Once you've made your changes, click here to submit the changes

# Create a Contact

- > Required fields are indicated by asterisks

The screenshot shows a web form titled "Create Contact". At the top right, there are two buttons: "Printable view" and "Export to excel". Below these is a "Create Contact Person" button, which is pointed to by a blue arrow. Underneath is a "Submit" button. The form itself contains several fields, some marked with an asterisk to indicate they are required. The fields are: Title (dropdown), Suffix (text), \* First Name (text, value: Test), Preferred Name (text), Middle Name (text), \* Last Name (text, value: Contact), \* Address 1 (text, value: 100 IMPACT Way), Address 2 (text), \* City (text, value: Cheyenne), \* State (dropdown, value: Wyoming), \* Zip Code (text, value: 11111), \* Primary Phone No. (text, value: (123)456-7890), Primary Ext. No. (text), Secondary Phone No. (text), Secondary Ext. No. (text), Mobile Phone No. (text), Fax No. (text), and Company Name (text, value: WDEQ/WQD). At the bottom of the form are three buttons: "Submit Create Contact", "Reset", and "Cancel". A blue arrow points to the "Submit Create Contact" button.

Printable view    Export to excel

Create Contact Person

Submit

**Create Contact**

Title:

\* First Name:

Preferred Name:

Middle Name:

\* Last Name:

\* Address 1:

Address 2:

\* City:     \* Zip Code:

\* State:

\* Primary Phone No.:     Primary Ext. No.:

Secondary Phone No.:     Secondary Ext. No.:

Mobile Phone No.:

Fax No.:

Company Name: WDEQ/WQD

Submit Create Contact    Reset    Cancel

Click "Submit  
Create Contact"

# Edit a Contact

Click on the Contact ID for the contact you wish to edit

## Contact Information

ID: CNT031330  
Title:  
First Name: Richard  
Preferred Name:  
Middle Name:  
Last Name: Allen  
Address 1: 920 Sheridan St.  
Address 2:  
City Laramie  
State Wyoming  
Zip Code: 82070  
Company Name: WDEQ/WQD  
Suffix:  
Email:  
Job Title:  
Primary Phone No.:  
Secondary Phone No.:  
Mobile Phone No.:  
Fax No.:

Click "Edit"

Save changes when finished editing

## Contacts

Contact ID	Last Name	First Name	Preferred Name	Phone	Email
CNT031330	Allen	Richard			
CNT029955	Allen	Regina		(307)777-5974	

## Contact Information

ID: CNT031330  
Title:   
\* First Name:   
Preferred Name:   
Middle Name:   
\* Last Name:   
\* Address 1:   
Address 2:   
\* City  \* Zip Code:   
\* State:   
\* Primary Phone No.:  Primary Ext. No.:   
Secondary Phone No.:  Secondary Ext. No.:   
Mobile Phone No.:   
Fax No.:   
Suffix:   
\* Email:   
Job Title:   
Company Name: WDEQ/WQD

# Assign a Contact Type

> Assigning a contact type associates a contact with the current facility

Choose contact type and an existing Contact

Click "Assign Contact Type"

▼ Contact Types

Contact Type	Contact ID	Contact Name	Phone Number	Email	Start Date	End Date
<a href="#">Environmental contact</a>	<a href="#">CNT031330</a>	Allen, Richard			7/7/2014	
<a href="#">TV Permitting contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Billing contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Compliance contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	<a href="#">CNT029773</a>	Uzzell, James			8/7/2014	

Printable view    Export to excel

Assign Contact Type

Assign contact type

Type: ▼

Contact:

Start Date:

Note: you may assign multiple contact types, click on the corresponding row in the table on the previous date.

Type: Compliance contact ▼

\* Contact:

\* Start Date:

Note: you may assign multiple contact types, click on the corresponding row in the table on the previous date.

Assign contact type

Select a Start Date, then click "Save"

Type: Compliance contact ▼

\* Contact:

\* Start Date:

If you do not see the person (contact) you wish to assign in the global contact list, return to the previous screen and click on 'Create Contact Person' to add a new global contact.

Save    Cancel

Note: you may assign multiple contact persons for all contact types. If a contact ceases to be a contact type, click on the corresponding row in the table on the previous screen and assign an end date.

# Facility Management: Facility Inventory Change

> From the “Task – Facility Inventory Change” main page (i.e. when the facility is selected in the Facility Tree):

- ❖ Edit name, description, operating status
- ❖ Create Emissions Unit
- ❖ Create Control Equipment
- ❖ Create Release Point
- ❖ Validate changes
- ❖ Submit changes (available only after validation)

Version: 5.0 | Build ID: 9.0.0  
Welcome aqdstaff

Return to Company Selector | Return to Facility Selector | Return to ENVITE home page

IMPACT Home | Task - Facility Contact Change | Task - Facility Inventory Change

**Facility Detail**

- Rules & Regs
- Emission Units
- Control Equipment
- Release Points

Task - Facility Inventory Change >

**Facility Detail**

Facility ID: F025927      Facility Name: AQD Test Facility      District: District 2      Version Start Date: 7/14/2014  
 Facility Type: Compressor Station      Company Name: WDEQ/WQD      County: Converse      Version End Date: Current

Collapse Facility Tree

- ⊖ F025927
  - ⊖ DHY001
  - ⊖ PRC006
    - └ VER004
  - ⊖ ENG001
    - ⊖ PRC001
      - └ LNB001
      - └ VER001
  - ⊖ ENG002
    - ⊖ PRC002
      - └ VER002
  - ⊖ ENG003
    - ⊖ PRC003
      - └ VER003
  - ⊖ FUG001
    - ⊖ PRC004
      - └ AVL001
  - ⊖ FUG002
    - ⊖ PRC005
      - └ AVL002
  - ⊖ TNK001
    - ⊖ PRC007
      - └ AVL003

**Facility Information**

Facility ID: F025927  
 Facility Name: AQD Test Facility  
 Facility Description:  
 Operating Status: Operating      AFS: 5600900022  
 Facility Class: Title V      Facility Type: Compressor Station

**Location**

ID	Physical Address	City	County	Lat/Long	PLSS	Effective Date
33572	On Cow Creek Road 2 miles east of Dull Center Road	Converse County	Converse	43.29083/-105.09956	QSESE-S2-T38N-R69W	5/8/2012

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**NAICS**

213112 Support Activities for Oil and Gas Operations

Add NAICS    Printable view    Export to excel

NAICS reference information

[Edit](#)   [Validate](#)   [Submit](#)   [Download/Print Detail](#)   [Print Facility Tree](#)  
[Create Emissions Unit](#)   [Create Control Equipment](#)   [Create Release Point](#)

# Edit a Facility, Emission Unit, Process, Control Point, or Release Point

## Facility Detail

Facility ID: F025927      Facility Name: AQD Test Facility      District: District 2      Version Start Date: 8/19/2014  
Facility Type: Compressor Station      Company Name: WDEQ/WQD      County: Converse      Version End Date: Current

Expand Facility Tree

- F025927
  - AMN001
    - PRC009**
    - FLA001
      - VER009
  - AMN002
  - DHY001
  - ENG001
  - ENG002
  - ENG003
  - ENG004
  - FUG001
  - FUG002
  - TNK001
  - Disassociated CEs
    - OXI002
    - OXI003
    - OXI001

**Process Information**

Process ID: PRC009  
Process Name:  
Company Process Description:  
Source Classification Code (SCC): 31000305  
SCC Level 1 Description: 3:Industrial Processes  
SCC Level 2 Description: 10:Oil and Gas Production  
SCC Level 3 Description: 003:Natural Gas Processing Facilities  
SCC Level 4 Description: 05:Gas Sweetening: Amine Process

[SCC reference information](#)

Edit Delete

Create and Associate Control Equipment      Create and Associate Release Point

Associate Existing Control Equipment      Associate Existing Release Point

Disassociate Control Equipment      Disassociate Release Point

Click "Edit" after selecting unit in Facility Tree

## Process Information

Process ID: PRC009  
Process Name:   
Company Process Description:   
\* Source Classification Code (SCC):   
Enter as 1-22-333-44 or 12233344

Select SCC through cascading levels      search SCCs by keyword

Save      Cancel

Save when finished editing

# Create Emission Unit

> Only available when facility is selected in Facility Tree

Task - Facility Inventory Change >

## Facility Detail

Facility ID: F025927	Facility Name: AQD Test Facility	District: District 2	Version Start Date: 8/19/2014
Facility Type: Compressor Station	Company Name: WDEQ/WQD	County: Converse	Version End Date: Current

Expand Facility Tree

- F025927
  - AMN001
  - AMN002
  - DHY001
  - ENG001
  - ENG002
  - ENG003
  - ENG004
  - FUG001
  - FUG002
  - ENK001
  - Disassociated CEs
    - OXI002
    - OXI003
    - OXI001
  - Disassociated R. Points
    - VER005
    - VER007
    - VER006

### Facility Information

Facility ID: F025927  
Facility Name: AQD Test Facility  
Facility Description:  
Operating Status: Operating  
Facility Class: Title V  
AFS: 5600900022  
Facility Type: Compressor Station

### Location

ID	Physical Address	City	County	Lat/Long	PLSS	Effective Date
33605	On Cow Creek Road 2 miles east of Dull Center Road	Converse County	Converse	43.29083/-105.09956	QSESE-S2-T38N-R69W	5/8/2012

Printable view Export to excel

### NAICS

213112 Support Activities for Oil and Gas Operations

Add NAICS Printable view Export to excel

NAICS reference information

Edit Validate Submit Download/Print Detail Print Facility Tree

Create Emissions Unit Create Control Equipment Create Release Point

# Create Emission Unit

> Select Emission Unit Type and enter Company Equipment ID, Company Equipment Description, and Operating Status (required fields)

**Emissions Unit Information**

AQD ID:

\* Emission Unit Type:

AQD

\* Company Equipment ID:

\* Company Equipment Description:

\* Operating Status:

Initial Construction Commencement Date:

Initial Operation Commencement Date:

Most Recent Construction/Modification Commencement Date:

Most Recent Operation Commencement Date:

Acid Plant/Prill Tower  
Amine Unit  
Blow-down/Venting/Well Completion  
Boiler  
Calciner/Kiln/Dryer/Smelter/Foundry Furnace  
Concrete Batch/Cement Mixer  
Cooling Tower  
Cracking/Coking Unit  
Crushing/Screening/Handling  
Dehydration Unit  
Electric Generating Unit  
Engine  
Flare  
Fugitive  
Heater/Chiller  
Hot Mix Asphalt Mixer  
Incinerator  
Loading/Unloading/Dump  
Pneumatic Equipment

## Emissions Unit Information

AQD ID:

\* Emission Unit Type:  [Help me select the Emission Unit Type](#)

AQD Description:

\* Company Equipment ID:

\* Company Equipment Description:

\* Operating Status:

Initial Construction Commencement Date:  

Initial Operation Commencement Date:  

Most Recent Construction/Modification Commencement Date:  

Most Recent Operation Commencement Date:  

Depending on Operating Status (Not Yet Installed, Invalid, Operating, or Shutdown), Initial Construction/Operation Commencement Dates, or Shutdown Date may be required

# Create Emission Unit

- > Complete Emission Unit Type Specific Information (information requested will vary based on chosen Emission Unit Type)

## ▼ Emission Unit Type Specific Information

\* Drift Rate (%):

\* Total Dissolved Solids (ppm):

- ❖ Examples:

- ◆ Cooling Tower: Drift Rate (%), Total Dissolved Solids (ppm)
- ◆ Dehydration Unit: Dehydration Type (DEG, Desiccant, EG, TEG, Other), Design Capacity (MMSCF/day)
- ◆ Boiler: Heat Input Rating (MMBTU/hr), Primary and Secondary Fuel Types, Model Name and Number, Serial Number(s)

- > Permitted Emissions will be populated by AQD staff

## ▼ Permitted Emissions

This table is populated by AQD staff based on established/permitted emission limits. It is shown here for informational purposes only.

Pollutant	Allowable Emissions		Comments	Comments
	Rate	Units		
<input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>				

Click "Save" when finished

# Create Emission Process

> Only available when an emissions unit is selected in Facility Tree

## Facility Detail

Facility ID: F025927      Facility Name: AQD Test Facility      District: District 2      Version Start Date: 8/19/2014  
Facility Type: Compressor Station      Company Name: WDEQ/WQD      County: Converse      Version End Date: Current

Expand Facility Tree

- F025927
  - AMN001
  - PRC009
    - FLA001
      - VER009
  - Disassociated CEs
    - OXI002
    - OXI003
    - OXI001
  - Disassociated R. Points
    - VER005
    - VER007
    - VER006

### Emissions Unit Information

AQD ID: AMN001  
Emission Unit Type: Amine Unit      [Help me select the Emission Unit Type](#)

AQD Description:

Company Equipment ID: AMINE1  
Company Equipment Description: Amine Unit

Operating Status: Not Yet Installed  
Initial Construction Commencement Date:  
Initial Operation Commencement Date:  
Most Recent Construction/Modification Commencement Date:  
Most Recent Operation Commencement Date:

### Emission Unit Type Specific Information

Design Capacity 2 (MMscf/hr):

### Permitted Emissions

This table is populated by AQD staff based on established/permitted emission limits. It is shown here for informational purposes only.

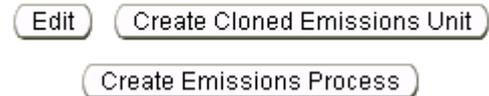
Pollutant	Potential Emissions	Allowable Emissions	Comments
	Rate Units	Rate Units	
Printable view    Export to excel			

Edit    Create Cloned Emissions Unit

Create Emissions Process

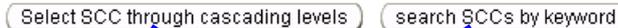
# Create Emission Process

- > Choose "Create Emission Process"
- > Complete Process Information



## Process Information

Process ID: \_\_\_\_\_  
Process Name: \_\_\_\_\_  
Company Process Description: \_\_\_\_\_  
\* Source Classification Code (SCC): \_\_\_\_\_  
Enter as 1-22-333-44 or 12233344



Select SCC through cascading levels

## Process Information

Process ID: \_\_\_\_\_  
Process Name: \_\_\_\_\_  
Company Process Description: \_\_\_\_\_  
Source Classification Code (SCC): \_\_\_\_\_  
\* SCC Level 1 Description: \_\_\_\_\_  
\* SCC Level 2 Description: \_\_\_\_\_  
\* SCC Level 3 Description: \_\_\_\_\_  
\* SCC Level 4 Description: \_\_\_\_\_

- 1: External Combustion
- 1: External Combustion Boilers
- 2: Internal Combustion Engines
- 3: Industrial Processes
- 4: Petroleum and Solvent Evaporation
- 5: Waste Disposal
- 6: MACT Source Categories

OR

Search SCCs by keyword

## Process Information

Process ID: \_\_\_\_\_  
Process Name: \_\_\_\_\_  
Company Process Description: \_\_\_\_\_  
Source Classification Code (SCC): \_\_\_\_\_  
SCC Search Key Word: \_\_\_\_\_  
Search



Click "Save" when finished

# Create Control Equipment

> Available when Facility or Emissions Process is selected in Facility Tree

Expand Facility Tree

- F025927
  - AMN001
  - AMN002
  - DHY001
  - ENG001
  - ENG002
  - ENG003
  - ENG004
  - FUG001
  - FUG002
  - TNK001
  - Disassociated CEs
    - OXI002
    - OXI003
    - OXI001
  - Disassociated R. Points
    - VER005
    - VER007
    - VER006

### Facility Information

Facility ID: F025927  
Facility Name: AQD Test Facility  
Facility Description:  
Operating Status: Operating  
Facility Class: Title V

AFS: 5600900022  
Facility Type: Compressor Station

#### Location

ID	Physical Address	City	County	Lat/Long	PLSS	Effective Date
33605	On Cow Creek Road 2 miles east of Dull Center Road	Converse County	Converse County	43.29083/-105.09956	QSESE-S2-T38N-R69W	5/8/2012

Printable view Export to excel

#### NAICS

213112 Support Activities for Oil and Gas Operations

Add NAICS Printable view Export to excel

NAICS reference information

Edit Validate Submit Download/Print Detail Print Facility Tree

Create Emissions Unit Create Control Equipment Create Release Point

Expand Facility Tree

- F025927
  - AMN001
    - PRC009
      - FLA001
      - VER009
  - AMN002
  - DHY001
  - ENG001
  - ENG002
  - ENG003
  - ENG004
  - FUG001
  - FUG002
  - TNK001
  - Disassociated CEs
    - OXI002
    - OXI003
    - OXI001

### Process Information

Process ID: PRC009  
Process Name:  
Company Process Description:  
Source Classification Code (SCC): 31000305  
SCC Level 1 Description: 3:Industrial Processes  
SCC Level 2 Description: 10:Oil and Gas Production  
SCC Level 3 Description: 003:Natural Gas Processing Facilities  
SCC Level 4 Description: 05:Gas Sweetening: Amine Process

SCC reference information

Edit Delete

Create and Associate Control Equipment Create and Associate Release Point

Associate Existing Control Equipment Associate Existing Release Point

Disassociate Control Equipment Disassociate Release Point

# Create Control Equipment

- > Select Control Equipment Type and enter Equipment ID, Equipment Description, and Operating Status (required fields), as well as the installation date and manufacturer information (if known)

## Control Equipment Information

AQD ID:

\* Control Equipment Type:

AQD Description:

\* Company Control Equipment ID:

\* Company Control Equipment Description:

\* Operating Status:

Initial Installation Date:

Manufacturer Name:

**Control Equipment Type Specific Information**

- Adsorber
- Catalytic Incinerator
- Catalytic NOx Control Technology
- Condenser
- Cyclone/Multiclone
- Dry Scrubber
- Electrostatic Precipitator
- Filter/Baghouse
- Flare
- Floating Roof
- Flue Gas Recirculation
- Fugitive Dust Suppression
- Low NOx Burner
- Other
- Over Fire Air
- Oxidation Catalyst
- Passive Filter
- Settling Chamber
- Thermal Oxidizer/Thermal Incinerator

## Control Equipment Information

AQD ID:

\* Control Equipment Type:

AQD Description:

\* Company Control Equipment ID:

\* Company Control Equipment Description:

\* Operating Status:

Initial Installation Date:

Manufacturer Name:

Model Name and Number:

# Create Control Equipment

- > Complete Control Equipment Type Specific Information (specific to equipment type chosen)
  - ❖ Baghouse Example:

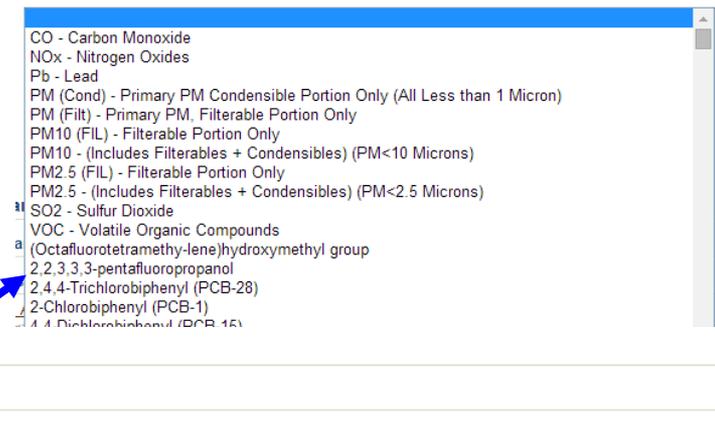
## ▼ Control Equipment Type Specific Information

* Filter/Baghouse Type :	<input type="text"/>
Pressure Type :	<input type="radio"/> positive <input type="radio"/> negative
Fabric Cleaning Mechanism :	<input type="text"/>
* Operating Pressure Drop Range (inches of water) :	<input type="text"/>
Lime Injection/fabric Coating Agent :	<input type="radio"/> Yes <input type="radio"/> No
Lime Injection/Fabric Coating Agent Type :	<input type="text"/>
Lime Injection/Fabric Coating Feed Rate - specify units :	<input type="text"/>
Bag Leak Detection System :	<input type="radio"/> Yes <input type="radio"/> No
Inlet Gas Temp (F) :	<input type="text"/>
Number of Bags :	<input type="text"/>
Outlet Gas Temp (F) :	<input type="text"/>
Inlet Gas Flow Rate (dscfm) :	<input type="text"/>
Outlet Gas Flow Rate (dscfm) :	<input type="text"/>

# Create Control Equipment

- > Add Pollutants Controlled to table
  - ❖ At least one pollutant must be added
  - ❖ All fields are required

Dropdown menu includes both criteria and non-criteria pollutants



## Pollutants Controlled

### Explanation

\*You must specify at least one pollutant in the Pollutants Controlled table

[Select All](#) | [Select None](#)

Select	Pollutant	Design Control Efficiency(%)	Operating Control Efficiency(%)	Capture Efficiency(%)	Total Capture Control(%)
<input type="checkbox"/>					

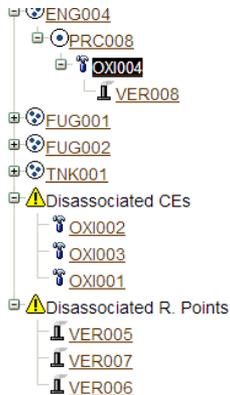
[Add Pollutant](#) [Delete Selected Pollutants](#) [Printable view](#) [Export to excel](#)

[Save](#) [Cancel](#)

Click "Save" when finished

# Create Control Equipment

- > Subsequent control equipment may be added by selecting the control equipment in the Facility Tree



Company Control Equipment ID: OXI1  
Company Control Equipment Description: Oxidation Catalyst with AFRC

Operating Status: Operating

Initial Installation Date:

Manufacturer Name:

Model Name and Number:

### Control Equipment Type Specific Information

Catalyst Type : Oxidation Catalyst

Air Fuel Ratio Controller : Yes

### Pollutants Controlled

#### Explanation

\*You must specify at least one pollutant in the Pollutants Controlled table

Pollutant	Design Control Efficiency(%)	Operating Control Efficiency(%)	Capture Efficiency(%)	Total Capture Control(%)
NOx - Nitrogen Oxides	90	90	100	90

Printable view

Export to excel

Edit

Delete

Create Cloned Control Equipment

Create And Associate Subsequent Control Equipment

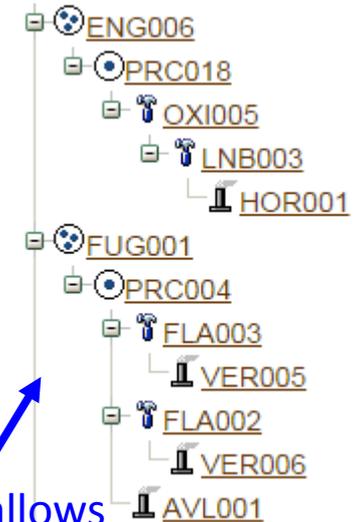
Create And Associate Release Point

Associate Existing Subsequent Control Equipment

Associate Existing Release Point

Disassociate Subsequent Control Equipment

Disassociate Release Point



IMPACT allows control devices to be added in series or parallel

# Create Release Point

Company Control Equipment ID: OXI1  
 Company Control Equipment Description: Oxidation Catalyst with AFRC

Operating Status: Operating  
 Initial Installation Date:  
 Manufacturer Name: Model Name and Number:

**Control Equipment Type Specific Information**  
 Catalyst Type : Oxidation Catalyst  
 Air Fuel Ratio Controller : Yes

**Pollutants Controlled**

Explanation  
 \*You must specify at least one pollutant in the Pollutants Controlled table

Pollutant	Design Control Efficiency(%)	Operating Control Efficiency(%)	Capture Efficiency(%)
NOx - Nitrogen Oxides	90	90	100

Buttons: Edit, Delete, Create Cloned Control Equipment, Create And Associate Subsequent Control Equipment, Create And Associate Release Point, Associate Existing Subsequent Control Equipment, Associate Existing Release Point, Disassociate Subsequent Control Equipment, Disassociate Release Point

Expand Facility Tree

**Facility Information**

Facility ID: F025927  
 Facility Name: AQD Test Facility  
 Facility Description:  
 Operating Status: Operating AFS: 56009000  
 Facility Class: Title V Facility Type: Compress

**Location**

ID	Physical Address	City	County	Lat/Long	PLS
33605	On Cow Creek Road 2 miles east of Dull Center Road	Converse County	Converse County	43.29083/-105.09956	QSE T38N-

Buttons: Printable view, Export to excel

**NAICS**

NAICS  
 213112 Support Activities for Oil and Gas Operations

Buttons: Add NAICS, Printable view, Export to excel, NAICS reference information

Buttons: Edit, Validate, Submit, Download/Print Detail, Print Facility Tree, Create Emissions Unit, Create Control Equipment, Create Release Point

> Available when Facility, Emissions Process, or Control Equipment is selected in Facility Tree

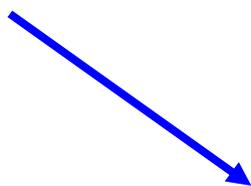
Process ID: PRC009  
 Process Name:  
 Company Process Description:  
 Source Classification Code (SCC): 31000305  
 SCC Level 1 Description: 3:Industrial Processes  
 SCC Level 2 Description: 10:Oil and Gas Production  
 SCC Level 3 Description: 003:Natural Gas Processing Facilities  
 SCC Level 4 Description: 05:Gas Sweeting: Amine Process

Buttons: Edit, Delete, Create and Associate Control Equipment, Create and Associate Release Point, Associate Existing Control Equipment, Associate Existing Release Point, Disassociate Control Equipment, Disassociate Release Point

# Create Release Point

- > Choose Release Point Type and complete all other fields under Release Point Information

May copy facility coordinates if coordinates of specific release point are unknown



## Release Point Information

AQD ID:

\* Release Point Type:   
AQD Description:

\* Company Release Point ID:

\* Company Release Point Description:

\* Operating status:

\* Release Point Latitude:

\* Release Point Longitude:

Facility Latitude: 43.29083  
Facility Longitude: -105.09956

# Create Release Point

> Release Point Type Specific Information varies with Release Point Type:

- ❖ Fugitive (Area, Volume, Line)

▼ Release Point Type Specific Information

Release Height (ft):

- ❖ Horizontal/Vertical

▼ Release Point Type Specific Information

\* Base Elevation (ft):

Feet above sea level

\* Stack Height (ft):

Feet above base elevation

\* Stack Diameter (ft):

\* Exit Gas Velocity (ft/s):

\* Exit Gas Temp (F):

\* Exit Gas Flow Rate (acfm):

# Create Release Point

- > Complete the CEM data table if the release point is equipped with a monitoring system

## CEM Data

Select	Description	Pollutant Monitored											
		H2S	SO2	NOX	CO	THC	HCL	HFL	O	TRS	CO2	FLOW	OPACITY
		Add CEM	Delete Selected CEMs	Printable view	Export to excel								

Save Cancel

Click "Save" when finished

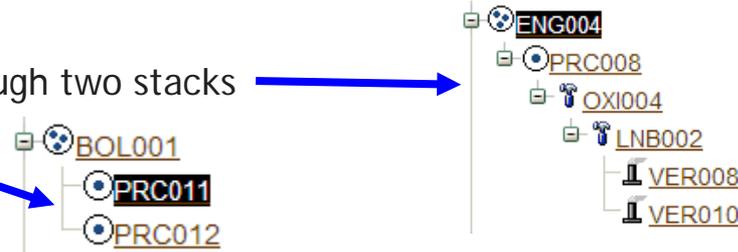
# Associating Existing Equipment

> Multiple processes, control devices, and release points may be associated with the same emission unit

❖ Examples:

◆ An engine exhausting through two stacks

◆ A dual-fired boiler



❖ When equipment is routed to multiple control equipment or stacks, option to specify split becomes available

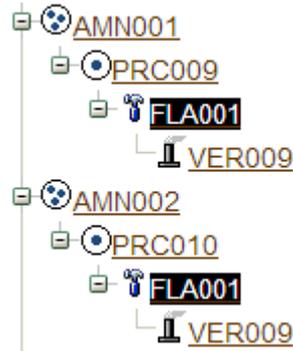
## Branching Flow Percentages to Connected Control Equipment or Stacks

Type	Id	Flow Percentage
Stack	VER008	50
Stack	VER010	50

The information above is automatically generated when the emissions branch into multiple control devices and/or stacks. We automatically assume an even split, for example, 50% goes to A and 50% goes to B. If you know the branching air flow is not even, you may enter in this table the correct percentages. Once you have entered percents for all rows, if they do not total 100%, they will be proportionally changed to equal 100%. This information is used if you choose a factor method to calculate emissions when doing an annual fee emissions inventory. We also use it when auto-calculating hazardous air pollutants within the fee emissions inventory. You are not required to update this Branching Flow Percentages table.

# Associating Existing Equipment

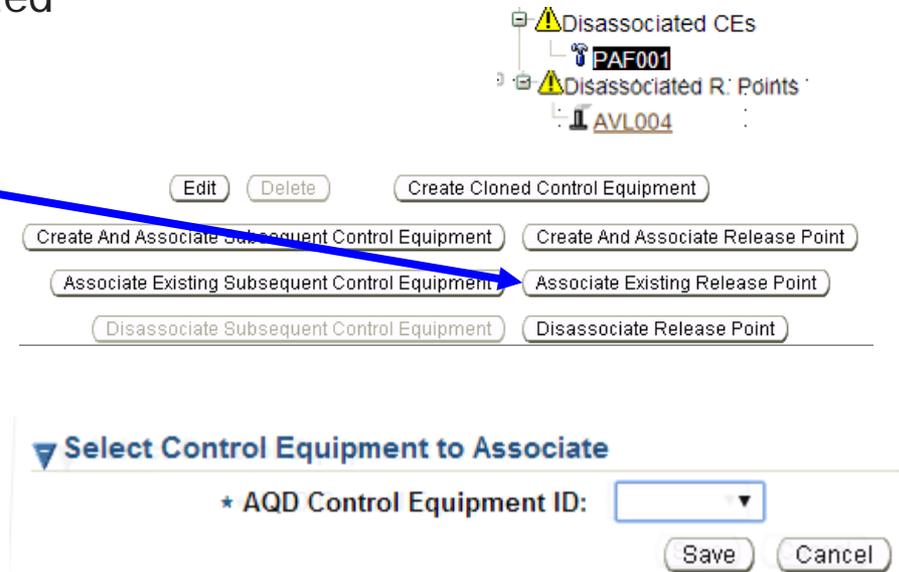
- > Similarly, control devices and release points may be associated with multiple units
  - ❖ For example, two amine units may be controlled by the same flare and thus exhaust through the same stack



# Facility Management: Facility Inventory Change

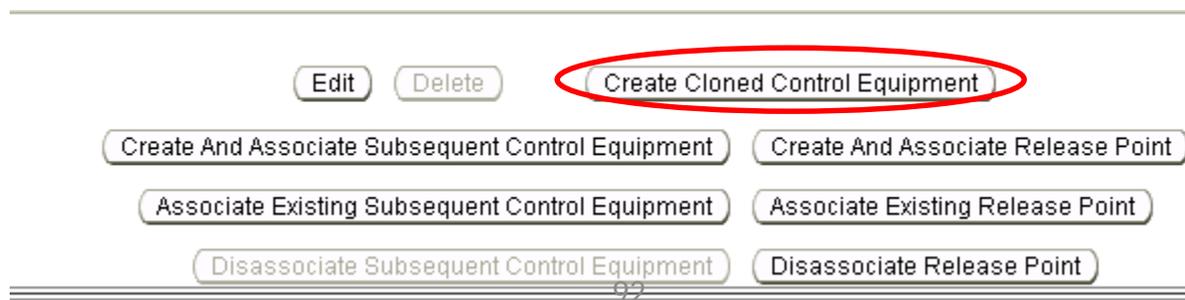
## > Associating Existing Control Equipment and Release Points

- ❖ When control equipment or release points created and not associated with either an emission unit, process, control device, or release point, they will appear as “Disassociated”
- ❖ To associate them with a process or control equipment, select the process and choose “Associate Existing Control Equipment” or “Associate Existing Release Point”
- ❖ Select the disassociated unit from the dropdown menu, and click save
- ❖ If control equipment is present, the Release Point should be associated with the control equipment



# Cloning Equipment

- > If a new piece of equipment (Emission Unit, Control Equipment, or Release Point) is similar to an existing one, it may be useful to clone the equipment
  - ❖ Select the unit you wish to clone in the facility tree
  - ❖ Select “Create Cloned Emission Unit”, “Create Cloned Control Device”, or “Create Cloned Release Point” (as appropriate) at the bottom of the page
  - ❖ Make any edits to the information for the unit
  - ❖ Cloned control devices and cloned release points will show up as a disassociated unit, so follow steps to associate it with the appropriate process/control device



# Deleting and Disassociating Equipment

- > Equipment/processes may be deleted only if there is no associated equipment. Emission units cannot be deleted once they are created
- > For Example:

The screenshot displays a software interface for facility management. At the top, it shows facility details: Facility ID: F025927, Facility Name: AQD Test Facility, District: District 2, Version Start Date: 8/19/2014, Facility Type: Compressor Station, Company Name: WDEQ/WQD, County: Converse, and Version End Date: Current. On the left is a 'Facility Tree' with a 'Collapse Facility Tree' button, listing various equipment types like DHY001, ENG001, ENG002, ENG003, FUG001, FUG002, TNK001, and their associated processes (PRC001-PRC007) and release points (VER001-VER003, AVL001-002, AVL003). The main window shows 'Process Information' for PRC001, including its name, company process description, and Source Classification Code (SCC) levels. Below this, there are buttons for 'Edit', 'Delete', 'Create and Associate Control Equipment', 'Create and Associate Release Point', 'Associate Existing Control Equipment', 'Associate Existing Release Point', 'Disassociate Control Equipment', and 'Disassociate Release Point'. Blue arrows point from text boxes on the right to the 'Delete' button and the 'Disassociate Release Point' button.

Process cannot be deleted since there is an associated control device and release point

Control device can be disassociated, then deleted

Release point is directly associated with control device, and can only be disassociated when the control device is selected

# Facility Verification

- > Some data from legacy systems have been migrated into IMPACT
- > It is recommended that users verify the facility inventory in IMPACT to ensure accuracy
- > Some potential errors may be discovered by clicking “Validate” in the Facility Inventory Change task window



- > Validation errors will appear in a pop-up window

Severity	EU ID	Message
INFO		<a href="#">Some control equipments are disassociated</a>
INFO		<a href="#">Some release points are disassociated</a>

Printable view    Export to excel

Close

Click on link to go to error source

# Common Facility Profile Issues

- > Emission units without processes
- > Processes w/out control equipment, and/or release points

**Note that some of these “issues” will not necessarily result in “errors” when you validate the Facility Profile. In fact, some of these “issues” may only result in validation “errors” for specific submittals.**

**The Facility Tree should mimic the airflow as it is conveyed from the emission unit/process to the control device(s) (if any) and out the release point(s).**

**\* Review of Facility Info Demo\***

# NSR Applications

# Creating an NSR Application

- > To start an application, click “Create an NSR Permit Application” under Permitting on the IMPACT Home page

## New Tasks

Select from the lists below to create a new task

### Facility Management

Make a Facility Inventory Change

Make a change to the Facility Contact(s)

### Emissions Reporting

Create an Emissions Inventory

### Permitting

Create an NSR Permit Application

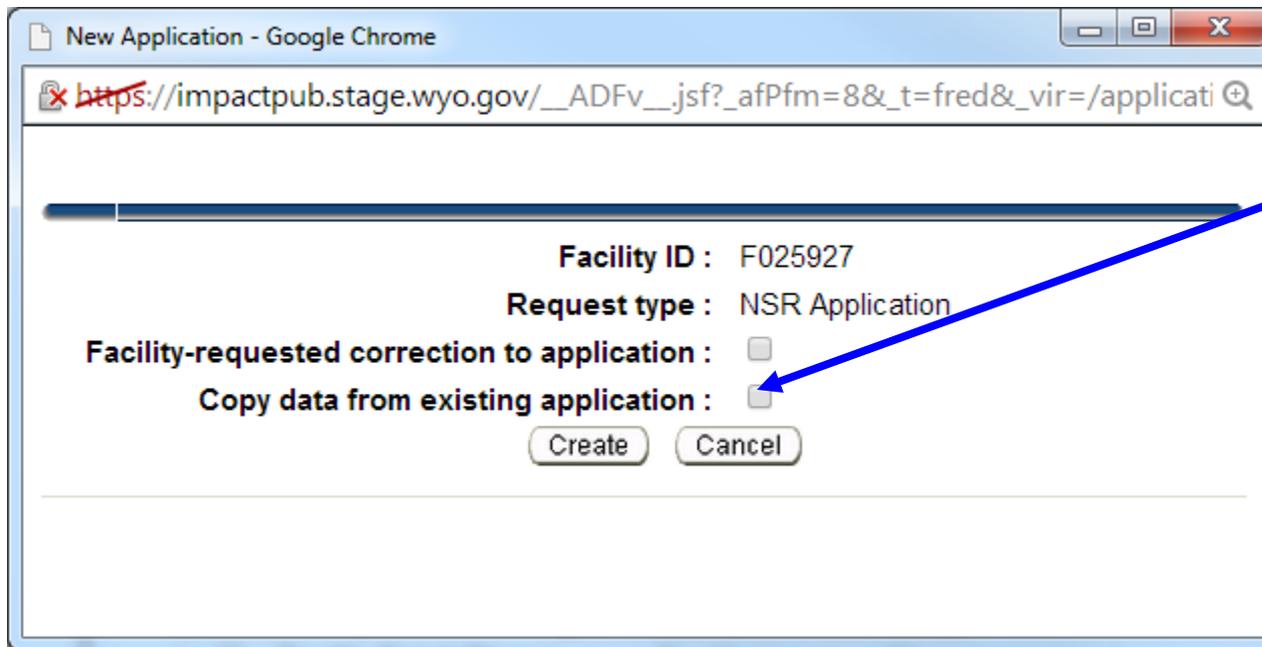
Create a Title V Permit Application

### Compliance Reporting

Create a Stack Test Report

Create a Compliance Report

# Creating an NSR Application



New Application - Google Chrome

[https://impactpub.stage.wyo.gov/\\_\\_ADFv\\_\\_.jsf?\\_afPfm=8&t=fred&\\_vir=/applicati](https://impactpub.stage.wyo.gov/__ADFv__.jsf?_afPfm=8&t=fred&_vir=/applicati)

Facility ID : F025927

Request type : NSR Application

Facility-requested correction to application :

Copy data from existing application :

Create Cancel

Click “Copy data from existing” to use another application as a template. Application. Otherwise just click “Create”

# Populating an NSR Application

Facility ID: F025927      NSR Application Number: A0000487      Submitted: No  
Facility Name: AQD Test Facility      Request type: NSR Application

**NSR Application**

This information should be filled out for each New Source Review (NSR) application. An NSR permit is required for all air contaminant sources (emissions units) installed or modified after January 1, 1974. See the application instructions for additional information.

**Purpose of Application**  
Please summarize the reason this permit is being applied for.

Has the facility changed location or is it a new/greenfield facility?:  
Does production at this facility contain H2S?:

**Federal Rules Applicability - Facility Level**  
Prevention of Significant Deterioration (PSD): Please select  
*These rules are found under WAQSR Chapter 6, Section 4.*  
Non-Attainment New Source Review: Please select  
*These rules are found under WAQSR Chapter 6, Section 13.*

**Trade Secret Information**  
 Yes  No - One or more Emissions Units in this application contains trade secret information. This is a system generated indicator.

**Permit Application Contact**  
Newly created contacts and application contact changes will be saved when the application is saved.

**Modeling Section**  
Ambient Air Quality Impact Analysis: WAQSR Chapter 6, Section 2(c)(ii) requires that permit applicants demonstrate that a proposed facility will not prevent the attainment or maintenance of any ambient air quality standard.  
If air quality modeling is used for this demonstration, please review the Air Quality Division's modeling guidance documents; available on the [External References](#) page.

Has the applicant contacted Air Quality Division to determine if modeling is required?:  
Is a modeling analysis part of this application?:  
Is the proposed project subject to Prevention of Significant Deterioration (PSD) requirements?:

**Attachments**  
\*There are 2 required attachments

Status ID	Attachment Type	Description	Trade Secret Document	Trade secret Justification
Upload	Process Flow Diagram		None Provided	N/A
Upload	Emissions Calculations		None Provided	N/A

To Delete the attachment, or to Edit attachment description, click in the Attachment ID column.  
[Attachment type explanation](#)

Click "Edit" to make changes to facility level information

# Populating an NSR Application

> Complete all fields under Purpose of Application

## ▼ Purpose of Application

Please summarize the reason this permit is being applied for.

[Empty text box for summarizing the reason for the permit application]

\* Has the facility changed location or is it a new/greenfield facility? :

\* Does production at this facility contain H2S? :

\* Has the facility changed location or is it a new/greenfield facility? :

\* Has a Land Use Planning document been included in this application? :

\* Does production at this facility contain H2S? :

\* Has the Air Quality Division been contacted regarding this application? :

## ▼ Attachments

\*There are 4 required attachments

Status	ID	Attachment Type	Description	Trade Secret Document	Trade secret Justification
⚠	<input type="button" value="Upload"/>	Facility Map		None Provided	N/A
✓	1430	Process Flow Diagram	PFD	None Provided	N/A
⚠	<input type="button" value="Upload"/>	Land Use Planning		None Provided	N/A
✓	1431	Emissions Calculations	Emission Calculations	None Provided	N/A

100

Provide a thorough description of the project here. Be aware that there is a 999 character limit

Additional questions and required attachments if these are answered "Yes"

# Populating an NSR Application

## > Complete Facility Level Federal Rules Applicability

Trade secret information should be submitted separately to the Division using the Trade Secret Document attachment type

**Federal Rules Applicability - Facility Level**

Prevention of Significant Deterioration (PSD) :

*These rules are found under WAQSR Chapter 6, Section 4.*

Non-Attainment New Source Review :

*These rules are found under WAQSR Chapter 6, Section 13.*

**Trade Secret Information**

Yes  No - One or more Emissions Units in this application contains trade secret information. This is a system generated indicator.

**Permit Application Contact**

Newly created contacts and application contact changes will be saved when the application is saved.

ID: CNT031722 City/Township : Indiana Email : Unknown@gmail.com

First Name : AQD State: Pennsylvania Company Title :

Last Name : Staff Zip Code : 15701 Company Name: WDEQ/WQD

Address : 1380 Route 286 East, Suite 121 Phone Number : (724)465-8904

### Select Facility Contact

Select	Contact Type	Contact Person	Operating Company Name	Phone Number	Email	Start Date	End Date
<input type="radio"/>	Environmental contact	Allen, Richard				7/7/2014	
<input type="radio"/>	TV Permitting contact	Staff, AQD		(724)465-8904	Unknown@gmail.com	3/6/2014	
<input type="radio"/>	Billing contact	Staff, AQD		(724)465-8904	Unknown@gmail.com	3/6/2014	
<input type="radio"/>	Compliance contact	Staff, AQD		(724)465-8904	Unknown@gmail.com	3/6/2014	
<input type="radio"/>	Responsible Official	Staff, AQD		(724)465-8904	Unknown@gmail.com	3/6/2014	
<input type="radio"/>	Responsible Official	Uzzell, James				8/7/2014	

Can't find the contact you were looking for? Click New Facility Contact below to create a new contact associated with this facility.

# Populating an NSR Application

Additional questions and required attachments if these are answered "Yes"

## ▼ Modeling Section

Ambient Air Quality Impact Analysis: WAQSR Chapter 6, Section 2(c)(ii) requires that permit applicants demonstrate that a proposed facility will not prevent the attainment or maintenance of any ambient air quality standard.

If air quality modeling is used for this demonstration, please review the Air Quality Division's modeling guidance documents; available on the [External References](#) page.

- \* Has the applicant contacted Air Quality Division to determine if modeling is required? :
- \* Is a modeling analysis part of this application? :
- \* Is the proposed project subject to Prevention of Significant Deterioration (PSD) requirements? :

## ▼ Modeling Section

Ambient Air Quality Impact Analysis: WAQSR Chapter 6, Section 2(c)(ii) requires that permit applicants demonstrate that a proposed facility will not prevent the attainment or maintenance of any ambient air quality standard.

If air quality modeling is used for this demonstration, please review the Air Quality Division's modeling guidance documents; available on the [External References](#) page.

- \* Has the applicant contacted Air Quality Division to determine if modeling is required? :
- \* Is a modeling analysis part of this application? :
- Is the proposed project subject to Prevention of Significant Deterioration (PSD) requirements? :
- \* Has the Air Quality Division been notified to schedule a pre-application meeting? :
- \* Has a modeling protocol been submitted to and approved by the Air Quality Division? :
- \* Has the Air Quality Division received a Q/D analysis to submit to the respective FLMs to determine the need for an AQRV analysis? :

## ▼ Attachments

\*There are 5 required attachments

Status	ID	Attachment Type	Description	Trade Secret Document	Trade secret Justification
⚠	<input type="button" value="Upload"/>	Facility Map		None Provided	N/A
✓	1430	Process Flow Diagram	PFD	None Provided	N/A
⚠	<input type="button" value="Upload"/>	Modeling Analysis		None Provided	N/A
⚠	<input type="button" value="Upload"/>	Land Use Planning		None Provided	N/A
✓	1431	Emissions Calculations	Emission Calculations	None Provided	N/A

To Delete the attachment, or to Edit attachment description, click in the Attachment ID column.

[Attachment type explanation](#)

Save changes when finished

# Populating an NSR Application

Attachment Type : Basis For Determination ▼

\* Description : Please select  
BACT Analysis  
**Basis For Determination**  
Emissions Calculations  
Facility Map  
LAER Analysis  
Land Use Planning  
Modeling Analysis  
Other Type of Demonstration  
Process Flow Diagram  
Trade Secret Document

Public File to Upload

Click to add additional (optional) files

Indicates file has not been uploaded

## Attachments

\*There are 5 required attachments

Status	ID	Attachment Type	Description	Trade Secret Document	Trade secret Justification
⚠	<input type="button" value="Upload"/>	Facility Map		None Provided	N/A
✓	1430	Process Flow Diagram	PFD	None Provided	N/A
⚠	<input type="button" value="Upload"/>	Modeling Analysis		None Provided	N/A
⚠	<input type="button" value="Upload"/>	Land Use Planning		None Provided	N/A
✓	1431	Emissions Calculations	Emission Calculations	None Provided	N/A

To Delete the attachment, or to Edit attachment description, click in the Attachment ID column.

[Attachment type explanation](#)

Indicates successfully uploaded file

Save changes when finished

Click to upload file

**Do not attach any facility claimed confidential attachments**

Click attachment ID to edit description or delete uploaded file

Attachment Type : Process Flow Diagram

\* Description :

Attachment Type : Facility Map

Public File to Upload :  No file chosen

\* Description :

# Populating an NSR Application

Click to add additional  
(optional) files

Trade secret  
information can be  
uploaded using the  
“Trade Secret  
Document”  
attachment type

Attachment Type : Basis For Determination ▼

\* Description :  
Public File to Upload

- Please select
- BACT Analysis
- Basis For Determination**
- Emissions Calculations
- Facility Map
- LAER Analysis
- Land Use Planning
- Modeling Analysis
- Other Type of Demonstration
- Process Flow Diagram
- Trade Secret Document

Must provide  
justification as to why  
the document is  
considered trade  
secret

Attachment Type : Trade Secret Document ▼

\* Description :

Public File to Upload :  No file chosen

Trade Secret File to Upload :  No file chosen

Trade Secret Justification :

# Populating an NSR Application

- > Add Emission Units to the application using one of two options:
  - ❖ Option 1: Click the EU you would like to add in the Facility Tree, then choose “Include EU in application”

The screenshot displays the NSR Application interface. On the left, the Facility Tree is expanded to show the 'NSR Application' folder, which contains several Emission Units (EUs) listed with a yellow warning icon and a circular selection icon: DHY001, ENG001, ENG002, ENG003, ENG004, FUG001, FUG002, and TNK001. On the right, the 'Emissions Unit' details for 'ENG002' are shown. The details include: 'AQD EU ID : ENG002', 'AQD EU description : E2 - Waukesha 135-62 Generator Engine', and a 'Copy data from EU:' dropdown menu. Below these details, a button labeled 'Include EU in application' is highlighted with a red oval.

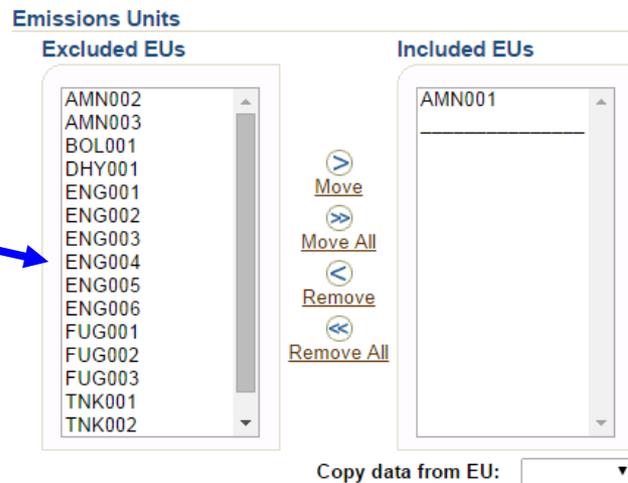
# Populating an NSR Application

- > Add Emission Units to the application using one of two options (cont.):
  - ❖ Option 2: With “NSR Application” selected in the Facility Tree, click “Select EUs”



Select EUs and move them to “Included EUs”

TIP: Hold down ctrl or shift to select multiple EUs



Click save when finished



# Populating an NSR Application

- > Complete Source Installation or Modification Schedule
  - ❖ Additional data requested varies with option selected

## ▼ Source Installation or Modification Schedule

Select reason(s) for this emissions unit being included in this application (must be completed regardless of date of installation or modification):

Construction(greenfield/new facility) → Date production began:   OR after permit has been issued :

Synthetic Minor

Modification → When will you begin to modify the air contaminant source?  

Temporary Permit

Reconstruction } Please explain :

Other }

# Populating an NSR Application

- > Complete Emission Unit Type Specific Information (dependent on unit being added to permit application)
  - ❖ Example (engine):

## ▼ Emission Unit Type Specific Information

Emission Unit Type : Engine

* Btu Content :	<input type="text" value="1020.00"/>	* Units :	<input type="text" value="Btu/scf"/>
* Fuel Sulfur Content :	<input type="text" value=".01"/>	* Units :	<input type="text" value="%"/>
* Type of Service :	<input type="text" value="Emergency"/>		

- > Provide the actual or anticipated operating schedule for the emissions unit

## ▼ Potential Operating Schedule

Provide the operating schedule for this emissions unit

Hours/day :	<input type="text" value="2"/>
Hours/year :	<input type="text" value="500"/>

# Populating an NSR Application

- > Enter estimated emissions (criteria pollutants, HAPs, and GHGs, as applicable)

## ▼ Emissions Information

"Potential to emit" means the maximum capacity of a source to emit any air pollutant under its physical and operational design. Any physical or operational limitation on the capacity of a source to emit an air pollutant, including air pollution control equipment and restrictions on hours of operation or on the type or amount of material combusted, stored or processed, shall be treated as part of its design if the limitation is enforceable by the EPA and the Division. This term does not alter or affect the use of this term for any other purposes under the Act, or the term "capacity factor" as used in Title IV of the Act or the regulations promulgated thereunder.

### ▶ Basis for Determination Options:

#### Criteria Pollutants :

Pollutant	Pre-Controlled Potential Emissions (tons/yr)	Efficiency Standards		Potential to Emit (PTE) (lbs/hr)*	Potential to Emit (PTE) (tons/yr)*	Basis for Determination*
		Potential to Emit (PTE)*	Units*			
Particulate emissions (PE/PM) (formerly particulate matter, PM)	1.0	9.91E-03	lb/MMBtu ▼	1.0	1.0	AP-42 ▼

#### Hazardous Air Pollutants (HAPs) and Toxic Air Contaminants:

Select	Pollutant Category	Pre-Controlled Potential Emissions (tons/yr)	Efficiency Standards		Potential to Emit (PTE) (lbs/hr)*	Potential to Emit (PTE) (tons/yr)*	Basis for Determination*
			Potential to Emit (PTE)*	Units*			
<input type="button" value="Add"/>	<input type="button" value="Delete Selected HAPs"/>						

#### Greenhouse Gases (GHGs):

Select	Pollutant Category	Pre-Controlled Potential Emissions (tons/yr)	Efficiency Standards		Potential to Emit (PTE) (lbs/hr)*	Potential to Emit (PTE) (tons/yr)*	Basis for Determination*
			Potential to Emit (PTE)*	Units*			
<input type="button" value="Add"/>	<input type="button" value="Delete Selected GHGs"/>						

\* Provide your calculations as an attachment and explain how all process variables and emissions factors were selected. Note the emission factor(s) employed and document origin. Example: AP-42, Table 4.4-3 (8/97); stack test, Method 5, 4/96; mass balance based on MSDS; etc.

\*\* AQD Calculated - See 'Help' for more information.

If "Other" is selected, an attachment describing the Basis of Determination is required

Be sure to attach calculations – system does not require attached emission calculations for each emissions unit, so these may be submitted as part of those required at the facility level page

# Populating an NSR Application

- > Indicate whether BACT and/or LAER were completed for the unit
  - ❖ Add applicable pollutants and proposed BACT/LAER if either question is answered "Yes"

## ▼ Best Available Control Technology (BACT)

Was a BACT Analysis completed for this unit? :

Pollutant	Proposed BACT
<input type="button" value="Add Pollutant"/> <input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>	

## ▼ Lowest Achievable Emission Rate (LAER)

Was a LAER Analysis completed for this unit? :

Pollutant	Proposed LAER
<input type="button" value="Add Pollutant"/> <input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>	

# Populating an NSR Application

## > Complete Federal and State Rule Applicability

**Federal and State Rule Applicability**

New Source Performance Standards (NSPS) :

*New Source Performance Standards are listed under 40 CFR*

New Source Performance Standards (NSPS) :

*New Source Performance Standards are listed under 40 CFR*  
*60 - Standards of Performance for New Stationary Sources.*

[Select All](#) | [Select None](#)

Select	NSPS Subpart
<input type="checkbox"/>	VV - Polymeric Coating of Supporting Substrates Facilities
<input type="checkbox"/>	TT - Sulfuric Acid Plants
<input type="checkbox"/>	HH - Lime Manufacturing Plants
<input type="checkbox"/>	HHH - Synthetic Fiber Production Facilities
<input type="checkbox"/>	HHHH - Coal-fired Electric Steam Generating Units
<input type="checkbox"/>	I - Hot Mix Asphalt Facilities
<input type="checkbox"/>	III - VOC Emissions From SOxMI Air Oxidation Unit Processes
<input type="checkbox"/>	IIII - Stationary Compression Ignition Internal Combustion Engines
<input type="checkbox"/>	J - Petroleum Refineries
<input type="checkbox"/>	Ja - Standards of Performance for Petroleum Refineries for Which Construction, Reconstruction, or Modification Commenced After May 14, 2007
<input type="checkbox"/>	JJJ - Petroleum Dry Cleaners
<input type="checkbox"/>	JJJ - Stationary Spark Ignition Internal Combustion Engine
<input type="checkbox"/>	K - Storage Vessels for Petroleum Liquids (June 11, 1973 to May 19, 1978)
<input type="checkbox"/>	Ka - Storage Vessels for Petroleum Liquids (May 18, 1978 to July 23, 1984)
<input type="checkbox"/>	Kb - Volatile Organic Liquid Storage Vessels (Including Petroleum) After July 23, 1984
<input type="checkbox"/>	KK - Lead-Acid Battery Manufacturing Plants
<input type="checkbox"/>	KKK - Equipment Leaks of VOC From Onshore Natural Gas Processing Plants
<input type="checkbox"/>	KKKK - Stationary Combustion Turbines
<input type="checkbox"/>	L - Secondary Lead Smelters
<input type="checkbox"/>	LL - Metallic Mineral Processing Plants
<input type="checkbox"/>	LLL - Onshore Natural Gas Processing: SO <sub>2</sub> Emissions
<input type="checkbox"/>	M - Secondary Paper and Pulp Production Plants

# Populating an NSR Application

- > If “subject” to or “subject, but exempt” from subpart, select applicable subpart



New Source Performance Standards (NSPS) :

Subject to subpart ▼

*New Source Performance Standards are listed under 40 CFR  
60 - Standards of Performance for New Stationary Sources.*

Select All | Select None

Select NSPS Subpart

- VVV - Polymeric Coating of Supporting Substrates Facilities
- TT - Sulfuric Acid Plants
- HH - Lime Manufacturing Plants
- HHH - Synthetic Fiber Production Facilities
- HHHH - Coal-fired Electric Steam Generating Units
- I - Hot Mix Asphalt Facilities
- III - VOC Emissions From SO2MI Air Oxidation Unit Processes
- IIII - Stationary Compression Ignition Internal Combustion Engines
- J - Petroleum Refineries
- Ja - Standards of Performance for Petroleum Refineries for Which Construction, Reconstruction, or Modification Commenced After May 14, 2007
- JJJ - Petroleum Dry Cleaners
- JJJJ - Stationary Spark Ignition Internal Combustion Engine
- K - Storage Vessels for Petroleum Liquids (June 11, 1973 to May 19, 1978)
- Ka - Storage Vessels for Petroleum Liquids (May 18, 1978 to July 23, 1984)
- Kb - Volatile Organic Liquid Storage Vessels (Including Petroleum) After July 23, 1984
- KK - Lead-Acid Battery Manufacturing Plants
- KKK - Equipment Leaks of VOC From Onshore Natural Gas Processing Plants
- KKKK - Stationary Combustion Turbines
- L - Secondary Lead Smelters
- LL - Metallic Mineral Processing Plants
- LLL - Onshore Natural Gas Processing: SO2 Emissions
- M - Secondary Paper and Pulp Production Plants

# Populating an NSR Application

- > Additional information is required if "Subject, but exempt" is selected

Please explain why you checked "Subject, but exempt" in this question for one or more federal rules. Identify each exemption and whether the entire facility and/or the specific air contaminant sources included in this permit application is exempted. Attach an additional page if necessary.

- > Upload any required attachments (none required if BACT/LAER is not applicable)

## ▼ Attachments

\*There are 2 required attachments

Status	ID	Attachment Type	Description	Trade Secret Document	Trade secret Justification
⚠	<input type="button" value="Upload"/>	BACT Analysis		None Provided	N/A
⚠	<input type="button" value="Upload"/>	LAER Analysis		None Provided	N/A
<input type="button" value="Add"/>					

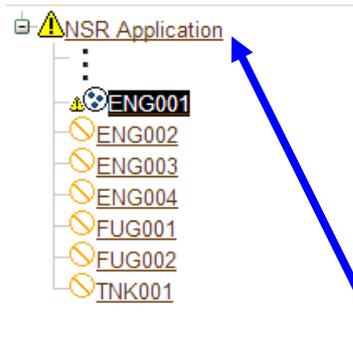
To Delete the attachment, or to Edit attachment description, click in the Attachment ID column.

[Attachment type explanation](#)

→ Save changes when finished

# Submitting an NSR Application

- > Warning symbols will appear next to the overall application and any emissions units that have not been successfully validated



- > Select "NSR Application" then "Validate"



# Submitting an NSR Application

- > Error messages will appear if information is missing

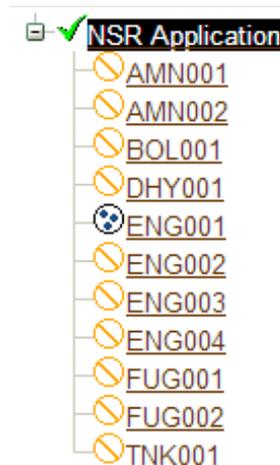
Severity	EU ID	Message
ERROR		<a href="#">A Process Flow Diagram attachment is required</a>
ERROR		<a href="#">A Emissions Calculations attachment is required</a>
ERROR		<a href="#">Application Contact information is missing</a>
ERROR		<a href="#">Control Equipment [FLA001]: Attribute Initial Installation Date is not set.</a>

Printable view    Export to excel

Click hyperlinks to find the errors

(Close)

- > Once all errors are corrected, a green checkmark will appear next to the NSR Application



# Submitting an NSR Application

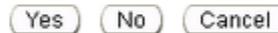
> Several layers of “are you sure?” menus:

- ❖ Click “Submit”



- ❖ Provided that you are authorized to sign the application, click “Yes”

I am authorized by law to electronically sign and attest to the accuracy of this submission.



# Submitting an NSR Application

- ❖ Click yes to certify accuracy of the application

---

Are you sure you want to Submit the changes?

I state that I have knowledge of the facts herein set forth and that the same are true and correct to the best of my knowledge and belief.

I further certify that the emission rates listed on this application reflect the anticipated emissions due to the operation of this facility.

The facility will operate in compliance with all Wyoming Air Quality Standards and Regulations.

I also acknowledge that per Chapter 6, Section 2(o), fees will be assessed on an hourly basis for the time incurred in processing the application and failure to pay fees could result in the State of Wyoming refusing to permit my project under air quality regulations.

I also acknowledge that fees will begin accruing immediately after submittal.

- ❖ Click "Submit" a final time

Submission may take several minutes depending on the amount of data being processed. You may select the Cancel button after selecting Submit if you do not wish to wait for a response from the server. The Cancel button will close this window without canceling the Submit operation if it is selected after the Submit button has been selected. You may resubmit at a later time to verify completion of the operation.

# Submitting an NSR Application

- ❖ Digitally sign the application by entering your PIN and answering the security question, then click “Save”

## Apply Digital Signature

PIN:

Security Question: What is the name of your first pet?

Save

Your signature will be applied to the following documents:

- [68719117-A0000489.zip](#)

- ❖ You should receive the following as confirmation that the application was submitted

Submit task completed successfully.

Close

# Submitting an NSR Application

- > Application should now appear in the “Applications” and “Permits” second level menu tabs (may not appear immediately)

## Applications

<b>Facility ID:</b> F025927	<b>Facility Name:</b> AQD Test Facility	<b>District:</b> District 2	<b>Version Start Date:</b> 8/21/2014
<b>Facility Type:</b> Compressor Station	<b>Company Name:</b> WDEQ/WQD	<b>County:</b> Converse	<b>Version End Date:</b> Current

Request Number	Request Type	Received Date	Previous Application Number	Permit Number(s)
A0000489	NSR Application	8/21/2014	N/A	P0000101

[Printable view](#) [Export to excel](#)

Click Request Number  
to view submitted  
application

## Permits

<b>Facility ID:</b> F025927	<b>Facility Name:</b> AQD Test Facility	<b>District:</b> District 2	<b>Version Start Date:</b> 8/21/2014
<b>Facility Type:</b> Compressor Station	<b>Company Name:</b> WDEQ/WQD	<b>County:</b> Converse	<b>Version End Date:</b> Current

Permit Number	Legacy Permit Number	Application Numbers	Type	Reason(s)	Public Notice		PP Publication		Final Issuance		Expiration Date
					Date	Document	Date	Document	Date	Document	
P0000101		A0000489	NSR	Not yet assigned							

[Printable view](#) [Export to excel](#)

# Correcting an NSR Application

- > To make corrections to an existing NSR application, click “Create an NSR Permit Application” under Permitting on the IMPACT Home page

## New Tasks

---

Select from the lists below to create a new task

### Facility Management

---

Make a Facility Inventory Change

Make a change to the Facility Contact(s)

### Permitting

---

Create an NSR Permit Application

Create a Title V Permit Application

# Correcting an NSR Application

Facility ID : F025927

Request type : NSR Application

Facility-requested correction to application :

Checking "Facility-requested correction to application" labels the request as an update to an existing application. If WDEQ has already issued a final permit for the existing permit, then the correction will NOT be acted upon.

Affected Application Number : Please select ▼

Reason for Correction :

Create Cancel

Provide justification for making the correction, then click "Create"

Choose the application you would like to make corrections to from the dropdown menu

- > A "Correction to NSR Application" tab will appear. Make your corrections, then proceed with the validation and submittal process

# Title V Permitting

# Title V Permitting

- > Steps for submitting a Title V application are similar to NSR application process

Facility ID: F025927  
Facility Name: AQD Test Facility

Title V Permit Application Number: A0000496  
Request type: Title V Permit Application

Submitted: No

**Title V Permit Application**

- AMN001
- AMN002
- BOL001
- DHY001
- ENG001
- ENG002
- ENG003
- ENG004
- FUG001
- FUG002
- TNK001

### Non-insignificant Emissions Unit

AQD EU ID : AMN001  
AQD EU description :  
Company EU ID : AMINE1  
Company EU Description : Amine Unit

#### Maximum Allowable Operating Schedule

Provide the maximum allowable operating schedule for this emissions unit

Hours/day :

Hours/year :

Is there an Alternate Operating Scenario (AOS) authorized for this emission unit that is not included in an AOS for multiple emission units, already attached to this application? :

\* The attachment must include a list of each emissions unit affected by the scenario, the SIC code(s) for processes and products associated with the AOS, as well as the requirements that apply during the AOS.

#### Emission Unit Potential to Emit (PTE)

"Potential to emit" means the maximum capacity of a stationary source to emit any air pollutant under its physical and operational design. Any physical or operational limitation on the capacity of a source to emit an air pollutant, including air pollution control equipment and restrictions on hours of operation or on the type or amount of material combusted, stored or processed, shall be treated as part of its design if the limitation is enforceable by the EPA and the Division.

**Criteria Pollutants :**

Pollutant	Potential to Emit (PTE) (tons/year)	Basis for Determination
CO - Carbon Monoxide	<input type="text" value="0"/>	<input type="text"/>
NOx - Nitrogen Oxides	<input type="text" value="0"/>	<input type="text"/>
PM (Filt) - Primary PM, Filterable Portion Only	<input type="text" value="0"/>	<input type="text"/>
PM10 (FIL) - Filterable Portion Only	<input type="text" value="0"/>	<input type="text"/>
PM10 - (Includes Filterables + Condensibles) (PM<10 Microns)	<input type="text" value="0"/>	<input type="text"/>
PM2.5 (FIL) - Filterable Portion Only	<input type="text" value="0"/>	<input type="text"/>
PM2.5 - (Includes Filterables + Condensibles) (PM<2.5 Microns)	<input type="text" value="0"/>	<input type="text"/>
Pb - Lead	<input type="text" value="0"/>	<input type="text"/>
SO2 - Sulfur Dioxide	<input type="text" value="0"/>	<input type="text"/>

# Title V Permitting

> Major differences from NSR application include:

## ❖ Clean Air Act Provisions Applicability

### ▼ Clean Air Act Provisions

- \* Is this facility subject to 112(r) of the Clean Air Act? :
- \* Is this facility subject to Title IV of the Clean Air Act? :
- \* Frequency of the submission of compliance certifications during the term of the permit? :
- \* Are the air contaminant sources identified in this application in compliance with applicable enhanced monitoring (Compliance Assurance Monitoring) and compliance certification requirements of the Act? :
- \* Is the facility subject to engine configuration restrictions? :
- \* Is the facility subject to WAQSR Chapter 14, Section 3 (Actual Emissions of SO<sub>2</sub> in any calendar year 2000 or later > 100 tons per year)? :

## ❖ Insignificant Activities List

### ▼ Insignificant Activities

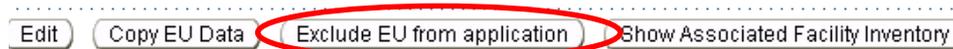
Attach a list of activities incidental to the primary business of the facility and which result in emissions of less than one ton per year of a regulated pollutant or emissions less than 1000 pounds per year of a hazardous air pollutant. By listing these sources, the applicant is certifying emissions are less than the above quantities, and that the activity has no applicable requirements. Flares, incinerators, and fuel burning equipment (no matter how small) have applicable requirements and may not be listed here. Include in the list for each activity:

- Activity Description
- Pollutant(s)
- Estimated Emissions (by pollutant)

WAQSR Chapter 6, Section 3(c)(ii)(A)(III)(1.) indicates a source is not required to provide detailed information on insignificant activities which are incidental to the primary business activity. The insignificant activities must result in less than one ton of emissions of a regulated pollutant per year, or less than 1000 pounds of emissions from a hazardous air pollutant per year, and have no other applicable regulatory requirements. The emissions level of 1 ton per year for each regulated pollutant or 1000 pounds per year for each hazardous pollutant should be applied to the same activity collectively. For example, emissions from all maintenance-type painting operations at the facility should be totaled and listed collectively. List these activities, their respective pollutant(s), and an emission estimate for each pollutant. By listing the sources in this attachment, you are certifying that all activities and emission levels meet the aforementioned criteria.

# Title V Permitting

- > Major differences from NSR application (cont.):
  - ❖ By default, all EUs are included in the application; Can be either excluded one at a time or in bulk from the application



# Title V Permitting

- > Major differences from NSR application (cont.):
  - ❖ Add regulation based emission limits and operating restrictions

## Pollutant Limits :

Row Id	Requirement Basis	Permit/Waiver/State Rule Cite	Numeric Limit and Unit	Pollutant	Averaging Period	In Compliance?	Pre-Controlled Potential Emissions (tons/yr)	Method for Determination	Subject to CAM*	Method to Determine Compliance
Add Pollutant Limit										

\*If the pre-control potential emissions for any pollutant are above the major source threshold for that pollutant, and this application is for the renewal or modification of a Title V permit, then the application must include a CAM (Compliance Assurance Monitoring) Plan for that control device. The major source threshold for criteria pollutants is 100 tons; for an individual HAP is 10 tons; and for GHGs is 100,000 CO<sub>2</sub>e.

## Operational Restrictions :

Row Id	Requirement Basis	Permit/Waiver/State Rule Cite	Restriction Type	Description of Restriction	In Compliance?	Method to Determine Compliance
Add Operational Restriction						

# Title V Permitting

- > Major differences from NSR application (cont.):
  - ❖ Different required/optional attachments

Attachment Type :	Please select ▼
* Description :	Please select
Public File to Upload	Alternate Operating Scenario
	Ambient Monitoring Form
	Basis For Determination
	Compliance Assurance Monitoring (CAM) Plan
	Compliance Plan Form
	Depressurization Emissions
	Emission Unit Alternate Operating Scenario
	Insignificant Activities Form
	Pre-Control PTE Calculations
	Process Flow Diagram
	PTE Calculations
	Site Plot Plan
	Special Circumstances
	Title IV Acid Rain Application

# Stack Test Submittal

# Stack Test Submittal

- > Click "Create a Stack Test Report" under IMPACT Home tab
- > Stack Test Information

## Stack Test Information

Select	Test Date(s)
<input type="checkbox"/>	<input type="text"/> 
<input type="button" value="Add Date"/> <input type="button" value="Delete Selected Dates"/>	

Company Conducting Test:

Audits:

Category:

Testing Method:

Fail  
Not Applicable  
Pass

Annual Stack Test  
Initial Stack Test  
Other

Portable Analyzer  
Reference Method

# Stack Test Submittal

## > Select Stack Test Method

### Stack Test Method

Stack Test Method:  Conformed to Test Method:

Tested	Method
<input checked="" type="checkbox"/>	Portable Analyzer (NOx & CO)
<input checked="" type="checkbox"/>	Method 7E - NOx - Instrumental
<input type="checkbox"/>	Method 10 - CO (NDIR)
<input type="checkbox"/>	Method 25A - Gaseous Organic Concentration (Flame Ionization)
<input type="checkbox"/>	Methods 7E & 10- Nox and CO- Instrumental
<input type="checkbox"/>	Methods 7E, 10, & 25A-Nox, CO, and TOC- Instrumental
<input type="checkbox"/>	Methods 7E, 10, 18, & 25A- Nox, CO, and VOC- Instrumental
<input type="checkbox"/>	Methods 7E, 10, & 25A (with methane cutter) - Nox, CO, and VOC- Instrumental
<input type="checkbox"/>	Methods 320 and/ or ASTM D 6348-03- Nox, CO, & VOC- FTIR
<input type="checkbox"/>	Methods 320 and/ or ASTM D 634903- Nox/ CO/ VOC/ HCHO- FTIR
<input type="checkbox"/>	Method 320- Vapor Phase Organic & Inorganic Emissions by Extractive FTIR
<input type="checkbox"/>	Method 323 - Formaldehyde Measurement Using Derivatization
<input type="checkbox"/>	Method 5 - Particulate Matter(PM)
<input type="checkbox"/>	Method 17 - In-Stack Particulate (PM)
<input type="checkbox"/>	Method 5F - PM Fluid Catalytic Cracking Unit
<input type="checkbox"/>	Methods 5/202- PM (Total front half particulate matter plus considerable particulate in back-half catch)
<input type="checkbox"/>	Method 9 - Visual Opacity
<input type="checkbox"/>	Method 22 - Fugitive Opacity
<input type="checkbox"/>	Method 6 - Sulfur Dioxide (SO2)

**Emissions Units Test**

Select	Emissions
<input type="checkbox"/>	ENG001

**Associated Control Equipment**

LNB001:LNB;



### Stack Test Method

Stack Test Method:  Conformed to Test Method:

Tested	Code	Description
<input checked="" type="checkbox"/>	COCO	Carbon Monoxide
<input checked="" type="checkbox"/>	NOXNOx	Nitrogen Oxides

# Stack Test Submittal

## ▼ Emissions Units Tested/Processes Tested

Select	Emissions Unit	SCC ID	EU Operating Status	Emissions Unit Description	Company Process Description	Associated Control Equipment
Add Emissions Units/SCCs				Delete Selected Emissions Unit(s)		

Control Equipment Used:

Monitoring Equipment Used:

Select emission units/SCCs to add

Note any control equipment and/or monitoring equipment that was used during the testing

### Select the Emissions Unit(s)/SCC(s) tested.

Select	Select EU/SCC Pair		EU Operating Status	Emissions Unit Description	Company P
	Emissions Unit	SCC ID			
<input type="checkbox"/>	AMN001	31000305	Not Yet Installed	Amine Unit	
<input type="checkbox"/>	AMN002	31000305	Not Yet Installed	Amine Unit	
<input type="checkbox"/>	BOL001	10200603	Not Yet Installed	Boiler	Boiler 1
<input type="checkbox"/>	BOL001	10201701	Not Yet Installed	Boiler	Boiler 1
<input type="checkbox"/>	DHY001	31000302	Operating	H1 - Glycol Heater T-214	H1 - Glycol H
<input type="checkbox"/>	ENG001	20200253	Operating	E1 - White-Superior 8G-825 Compressor Engine	E1 - White-S Rich Burn
<input type="checkbox"/>	ENG002	20200253	Operating	E2 - Waukesha 135-62 Generator Engine	E2 - Waukes Burn
<input type="checkbox"/>	ENG003	20200253	Operating	E3 - Ford Industrial F-300 Emergency Generator Engine	E3 - Ford Ind Engine Rich
<input type="checkbox"/>	ENG004	20200254	Operating	Waukesha Engine	
<input type="checkbox"/>	FUG001	31000220	Operating	FC1 - Fugitives from Pneumatic Controllers	FC1 - Fugitiv
<input type="checkbox"/>	FUG002	31000220	Operating	FL1 - Fugitive Equipment Leaks	FL1 - Fugitive
<input type="checkbox"/>	TNK001	40400312	Operating	T1	T1-T5 - Vario

Printable view    Export to excel  
 Include Checked EU/SCCs    Cancel

# Stack Test Submittal

- > Enter results of stack testing and any applicable limits

## ▼ Stack Test Results

Emissions Unit	SCC ID Code	Pollutant Description	Permitted		Tested		Results
			Allowable Emission Rate	Maximum Operating Rate	Average Emission Rate	Average Operating Rate	
ENG001	20200253	COCO - Carbon Monoxide	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	▼
ENG001	20200253	NOXNOx - Nitrogen Oxides	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	▼

### Memo

# Stack Test Submittal

> Attach documentation for testing

## Attachments

Attachment ID	Attachment Type	Description	Trade Secret Document	Trade Secret Justification	Uploaded By	Upload Date
			<a href="#">Add</a>	<a href="#">Printable view</a>	<a href="#">Export to excel</a>	

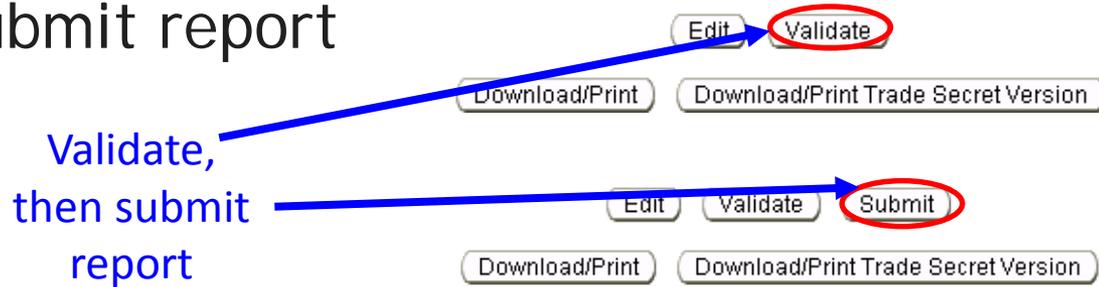
Save changes when finished  [Save](#) [Cancel](#)

\* Attachment Type :   
\* Description :   
\* Public File to Upload : [Choose File](#) No file chosen  
[Apply](#) [Cancel](#)

- Intent to Test
- Other
- Test Results (Initial Stack Test)
- Test Results (Periodic Stack Test)

# Stack Test Submittal

## > Submit report



## > Remaining submittal steps are similar to NSR application submittal:

- ❖ Confirm accuracy & authorization to submit
- ❖ Are you sure you want to submit changes? (Yes)
- ❖ Submit
- ❖ Apply electronic signature

# Compliance Report Submittal

# Compliance Report Submittal

> Click "Create a Compliance Report" in IMPACT Home tab

> Choose Report Type

Report Type:     
Create Report Cancel

The dropdown menu is open, showing the following options: CEMS/COMS/RATA Reporting, One Time Reports, and Other Compliance Reports. A blue arrow points from the 'Report Type' dropdown to the menu.

> Choose Category

Report Type: CEMS/COMS/RATA Reporting   \* Category:    
Annual RATA  
Other  
Quarterly Ambient Monitoring Report  
Quarterly CEM/COM Monitoring

Report Type: One Time Reports   \* Category:    
Ambient Monitor Certification  
Anticipated Start-Up  
CEM/COM Certification  
Commencement of Construction  
Excess Emissions  
MACT Applicability  
NSPS Applicability  
Other One-time Report  
Request for Operating Permit  
Shutdown/Removal of EU  
Start-up of EU

Report Type: Other Compliance Reports   \* Category:    
Annual Ambient Monitoring Report  
Annual Compliance Certification (Title V)  
Annual Dust Control Report  
Annual GHG Report (Title V)  
Annual Monitoring (Minor/SM)  
Annual PALS Report  
Annual SO2 Report  
Flaring/Venting Report  
LDAR Report  
MACT Report  
NSPS Report  
Other  
Periodic Emissions Inventory  
Remediation Report  
Semi-annual Monitoring and/or Maintenance (Title V)  
Thermal Oxidizer Report

> Create Report

Report Type: One Time Reports    
\* Category: Start-up of EU    
**Create Report** Cancel

# Compliance Report Submittal

- > Click Edit



- > Report Category should match earlier selection



- > Enter a description of the report and period/due dates as applicable

## Description, Reporting Period and/or Date(s)

Enter the reporting period and due date if applicable. Also summarize the contents of the attached compliance report, including the test date, notification date, and any notable issues. Attach the compliance report below.

A large, empty rectangular text input field for entering the report description.

- > Attach the compliance report (at least one attachment required)

## Attachments

Attachment ID	Attachment Type	Description	Trade Secret Document	Trade Secret Justification	Uploaded By	Upload Date
			Add	Printable view	Export to excel	

Save changes when finished



- > Validate, submit, and eSign

# Emission Inventory Submittal

# EIs: Creating the Inventory

- > On the IMPACT Home tab, click "Create an Emissions Inventory"

### Facility Information

Facility ID: F025972	Facility Name: Test Facility	District: District 2
Facility Type: Compressor Station	Company Name: WDEQ/WQD	County: Converse
Physical Address: On Cow Creek Road 2 miles east of Dull Center Road	City: Converse County	
Lat/Long: <a href="#">43.29083/-105.09956</a>	PLSS: S2-T38N-R69W	

### ▼ In Progress Tasks

Select	Task Type	Task Description	Dependent on Task	Created Date	User Name
<input type="button" value="Delete selected task(s)"/> <input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>					

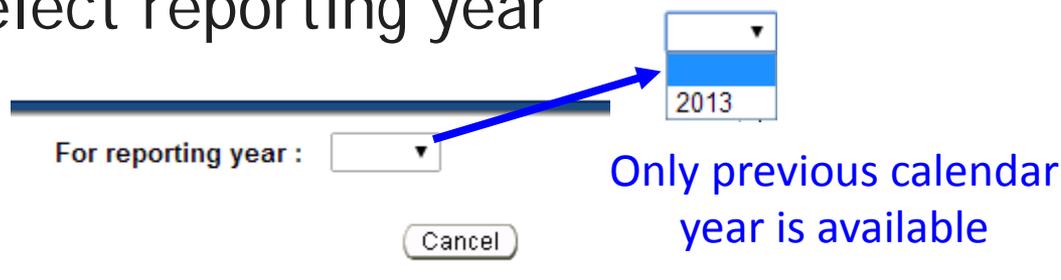
### New Tasks

Select from the lists below to create a new task

<h4>Facility Management</h4> <ul style="list-style-type: none"><li><input type="button" value="Make a Facility Inventory Change"/></li><li><input type="button" value="Make a change to the Facility Contact(s)"/></li></ul>	<h4>Permitting</h4> <ul style="list-style-type: none"><li><input type="button" value="Create an NSR Permit Application"/></li><li><input type="button" value="Create a Title V Permit Application"/></li></ul>
<h4>Emissions Reporting</h4> <ul style="list-style-type: none"><li><input type="button" value="Create an Emissions Inventory"/></li></ul>	<h4>Compliance Reporting</h4> <ul style="list-style-type: none"><li><input type="button" value="Create a Stack Test Report"/></li><li><input type="button" value="Create a Compliance Report"/></li></ul>

# EIs: Creating the Inventory

- > Ensure that all facility inventory information is current
- > Select reporting year



- > Click "Create"

---

For reporting year : 2013 ▼

You are creating the first TV emissions inventory for the year 2013. This emissions inventory will be associated with the current facility inventory.

**Important: To create an accurate emissions inventory with minimal errors, you must first update and reconcile all information within your facility inventory. All emissions inventories directly refer to information in your facility inventory. If you have not yet updated your facility inventory and ensured that the information contained within it is correct, do not proceed with creating an emissions inventory. Instead, review and correct your facility inventory information first.**



# EIs: Selecting Units

## Emissions Inventory Summary

### Explanation

- Use the Exclude/Include Emissions Units button to indicate which emissions units:
  - Did not operate at all during the year
  - Emitted less than the reporting requirement
  - Do require detailed emissions inventory reporting
- For each Emissions Process that requires detailed emissions inventory reporting, navigate to that Process and provide the necessary information
- Attach any files needed to support the reported emissions

Click “Exclude/Include Emissions Units”

### Facility Emissions

Pollutant	Criteria Air Pollutants/Other	Emissions Reported		
		Fugitive Amount	Stack Amount	Total

Printable view    Export to excel

The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by the Wyoming DEQ. You may modify these Wyoming DEQ-generated emission calculations if you have more accurate information.

Pollutant	Hazardous Air Pollutants/Greenhouse Gases/Other	Emissions Reported		
		Fugitive Amount	Stack Amount	Total

Printable view    Export to excel

### Attachments

Attachment ID	Attachment Type	Description	Trade Secret Document	Trade Secret Justification	Uploaded By	Upload Date

Add    Printable view    Export to excel

To Delete the attachment, or to Edit attachment description, click in the Attachment ID column.

Exclude/Include Emissions Units    Validate

Associate with Different Facility Inventory    Download/Print    Download/Print Trade Secret Version

# EIs: Selecting Units

- > Select the appropriate option:
  - ❖ Detailed Emissions (i.e. reporting is required)
  - ❖ Less than Reporting Requirement
  - ❖ Did Not Operate

## Excluding & Including Emissions Units from Detailed Reporting

The **Detailed Emissions** column should be checked and process level emissions reporting is required unless the emission unit did not operate (had zero emissions) or emitted less than its reporting requirement. If either of these two conditions are true, click the appropriate reason in the last column to exclude the unit from the reporting requirements for this emissions inventory.

**Caution:** If the detailed emission reporting is specified for an emissions unit you are now choosing to exclude, any emissions information you have already entered for the unit will be lost.

Mark All 'Detailed Emissions Reporting'		Mark All 'Less Than Reporting Requirement'		Mark All 'Did Not Operate'	
Emission Unit	Company Equipment ID	Detailed Emissions	Exclude Detailed Emissions Reporting		
DHY001	DHY1	<input checked="" type="checkbox"/>	<input type="radio"/> Less Than Reporting Requirement	<input type="radio"/> Did Not Operate	
ENG001	E1	<input checked="" type="checkbox"/>	<input type="radio"/> Less Than Reporting Requirement	<input type="radio"/> Did Not Operate	
ENG002	E2	<input checked="" type="checkbox"/>	<input type="radio"/> Less Than Reporting Requirement	<input type="radio"/> Did Not Operate	
		Printable view	Export to excel		

Click "Save" when finished 142

# EIs: Selecting Units

> Exclude/Include Emissions Unit can also be done from the unit itself

1) Select the unit you to want to include in the inventory

**Emissions Unit DHY001 Summary**  
Emissions Unit ID: DHY001  
AQD Description (read-only): H1 - Glycol Heater T-214  
Only AQD staff may change the AQD Description.  
EU Reporting Level: Detailed Emissions Reporting

**Unit Emissions**

Pollutant	Criteria Air Pollutants/Other	Emissions Reported		Total	Units	Further Validations Required
		Fugitive Amount	Stack Amount			
Printable view    Export to excel						

The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by the Wyoming DEQ. You may modify these Wyoming DEQ-generated emission calculations if you have more accurate information.

Pollutant	Hazardous Air Pollutants/Greenhouse Gases/Other	Emissions Reported		Total	Units
		Fugitive Amount	Stack Amount		
Printable view    Export to excel					

**Edit** 2) Click "Edit"

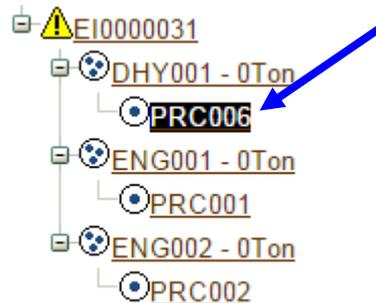
**Emissions Unit DHY001 Summary**  
Emissions Unit ID: DHY001  
AQD Description (read-only): H1 - Glycol Heater T-214  
Only AQD staff may change the AQD Description.

EU Reporting Level:  Detailed Emissions Reporting  Less Than Reporting Requirement  Did Not Operate

3) Choose reporting option

# EIs: Entering Data

- > Actual emissions and operating details are added for the process



Select Process  
for unit in  
Facility Tree

## Process & Emissions Detail

▶ PRC006: Source Classification Code (SCC) is 3-10-003-02

## ▼ Material Information, Annual Average Operating Schedule & Throughput Percent

Schedule/Material/Variables/Factors/Explanations contain Trade Secrets? No.

Maximum Hours Per Day: 24

Maximum Days Per Week: 7

Maximum Weeks Per Year: 52

Actual Hours Per Year:

Winter (Jan-Feb, Dec)%: 25

Spring (Mar-May)%: 25

Summer (Jun-Aug)%: 25

Fall (Sep-Nov)%: 25

Material	Action	Throughput	Units
Gas	Produced	pending	MILLION CUBIC FEET

## ▼ Explanation

To complete emissions reporting for this process, you have to provide values above for **Schedule**, **Season Percents** and **Material Throughput** in the units specified by **Units**. If there is a choice of more than one **Material**, you must select which is most appropriate, otherwise no action is needed on your part. The word pending appears each place a value is needed.

## Variable Amount in Gas Units & Meaning

The variables table is empty because there are no variables in the formula associated with the FIRE rows for this process.

## ▶ Explanation

Click to enter/edit any of the above  
information

144  
Edit Material/Schedule/Seasons

# EIs: Entering Data

Select "Yes" if entered/submitted information pertaining to the process is Trade Secret (requires justification)

## Process & Emissions Detail

▶ PRC006: Source Classification Code (SCC) is 3-10-003-02

## ▼ Material Information, Annual Average Operating Schedule & Throughput Percent

Schedule/Material/Variables/Factors/Explanations contain Trade Secrets?  No.  Yes.

Maximum Hours Per Day:	<input type="text" value="24"/>
Maximum Days Per Week:	<input type="text" value="7"/>
Maximum Weeks Per Year:	<input type="text" value="52"/>
* Actual Hours Per Year:	<input type="text"/>

Default values are auto-filled (year-round operation)

Material	Action	Throughput	Units
Gas	Produced	<input type="text"/>	MILLION CUBIC FEET

Information in this section will vary by process

## ▼ Explanation

To complete emissions reporting for this process, you have to provide values above for **Schedule**, **Season Percents** and **Material Throughput** in the units specified by **Units**. If there is a choice of more than one **Material**, you must select which is most appropriate, otherwise no action is needed on your part. The word pending appears each place a value is needed.

Complete all required fields – Note that this information must be completed for the emission calculator to work

# EIs: Entering Data

Example for amine sweetening process (SCC 3-10-002-01):

Winter (Jan-Feb, Dec)%: 25  
Spring (Mar-May)%: 25  
Summer (Jun-Aug)%: 25  
Fall (Sep-Nov)%: 25

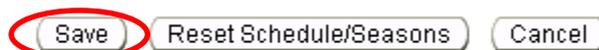
Default values  
are auto-filled

Information in  
this section will  
vary by process  
(may not require  
any information)

---

Variable	Amount in Sour Gas	Units & Meaning
S	pending	% Sulfur content by weight

Click "Save"  
when finished



# EIs: Entering Data

## Process Emissions

Criteria Air Pollutants/Other			Uncontrolled Emissions Factor (Lbs/Throughput Units)	Time-based Factor (LBS/Hour)	Emissions Reported				
Pollutant	Method Used	Hours Uncontrolled			Fugitive Amount	Stack Amount	Total	Units	Explanation
PM10 - (Includes Filterables + Condensibles) (PM<10 Microns)	<a href="#">pending</a>							TONS	
PM2.5 - (Includes Filterables + Condensibles) (PM<2.5 Microns)	<a href="#">pending</a>							TONS	
Formaldehyde	<a href="#">pending</a>							TONS	
NOx - Nitrogen Oxides	<a href="#">pending</a>							TONS	
Pb - Lead	<a href="#">pending</a>							TONS	
SO2 - Sulfur Dioxide	<a href="#">pending</a>							TONS	
VOC - Volatile Organic Compounds	<a href="#">pending</a>							TONS	
Ammonia	<a href="#">pending</a>							TONS	

The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by the Wyoming DEQ. You may modify these Wyoming DEQ-generated emission calculations if you have more accurate information.

Hazardous Air Pollutants/Greenhouse Gases/Other			Uncontrolled Emissions Factor (Lbs/Throughput Units)	Time-based Factor (LBS/Hour)	Emissions Reported				
Pollutant	Method Used	Hours Uncontrolled			Fugitive Amount	Stack Amount	Total	Units	Explanation
<input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>									
<input type="button" value="Edit Emissions"/>									

Click "Edit Emissions" to enter emissions data

# EIs: Entering Data

> Choose method used for calculating emissions:

- ❖ Time-based factors (obtained through various means)
- ❖ Throughput-based factor (e.g., lb/MMBtu, lb/ton): based on throughput entered above in “Material Information, Annual Average Operating Schedule & Throughput Percent” section
- ❖ Emissions: Enter actual emissions

Criteria Air Pollutants/Other	
Pollutant	Method Used
PM10 - (Includes Filterables + Condensibles) (PM<10 Microns)	<input type="text"/>
PM2.5 - (Includes Filterables + Condensibles) (PM<2.5 Microns)	Time-based factor - CEM Time-based factor - Stack Test Time-based factor - Estimated Throughput-based factor Time-based factor - Allowable Emissions
Formaldehyde	
NOx - Nitrogen Oxides	
Pb - Lead	
SO2 - Sulfur Dioxide	<input type="text"/>
VOC - Volatile Organic Compounds	<input type="text"/>
Ammonia	<input type="text"/>

# EIs: Entering Data

Required for time-based factor methods only - Used to calculate controlled emissions

Calculated for time and throughput based factor methods, required for Emissions method (calculation details on next slide)

Calculated

Required for throughput and time based factor methods

	Hours Uncontrolled	Uncontrolled Emissions Factor (Lbs/Throughput Units)	Time-based Factor (LBS/Hour)	Emissions Reported			Units	Explanation
				Fugitive Amount	Stack Amount	Total		
▼							TONS ▼	<a href="#">add</a>
▼							TONS ▼	<a href="#">add</a>
▼							TONS ▼	<a href="#">add</a>
▼							TONS ▼	<a href="#">add</a>
▼							TONS ▼	<a href="#">add</a>
▼							TONS ▼	<a href="#">add</a>
▼							TONS ▼	<a href="#">add</a>
▼							TONS ▼	<a href="#">add</a>

**\*\*Reminder: Emission calculator will only work if the actual throughput and hours of operation are completed in the top section**

Required for throughput and time-based factor methods

Required for all methods, but will NOT result in validation error if left blank. Click "add" and enter description, or refer to attached documentation.

# EIs: Calculation Chart

	Uncontrolled Hours	Capture Efficiency	Control Efficiency	Uncontrolled Emissions		Controlled Emissions	
				Fugitive Emissions (LBS)	Stack Emissions (LBS)	Fugitive Emissions (LBS)	Stack Emissions (LBS)
Time-based factor	0	100	N	0	0	0	Actual Hours of Operation X Time-Based Factor
	0	< 100	N	0	0	(Material Throughput X %Fugitive Emissions) X Uncontrolled Emissions Factor	Actual Hours of Operation X (Time-Based Factor X Capture Efficiency)
	> 0	100	N	0	(Material Throughput X %Uncontrolled Hours) X Uncontrolled Emissions Factor	0	Controlled Hours of Operation X Time-based Emissions Factor
	> 0	< 100	N	(Material Throughput X %Uncontrolled Hours) X %Fugitive Emissions X Uncontrolled Emissions Factor	(Material Throughput X %Uncontrolled Hours) X Capture Efficiency X Uncontrolled Emissions Factor	(Material Throughput X %Controlled Hours) X %Fugitive Emissions X Uncontrolled Emissions Factor	Controlled Hours of Operation X (Time-Based Factor X Capture Efficiency)
Throughput-based factor	0	100	N	0	0	0	(Material Throughput X %Control Equipment Output) X Uncontrolled Emissions Factor
	0	< 100	N	0	0	(Material Throughput X %Fugitive Emissions) X Uncontrolled Emissions Factor	(Material Throughput X %Control Equipment Output) X Uncontrolled Emissions Factor
	> 0	100	N	0	(Material Throughput X %Uncontrolled Hours) X Uncontrolled Emissions Factor	0	(Material Throughput X %Controlled Hours) X %Control Equipment Output X Uncontrolled Emissions Factor
	> 0	< 100	N	(Material Throughput X %Uncontrolled Hours) X %Fugitive Emissions X Uncontrolled Emissions Factor	(Material Throughput X %Uncontrolled Hours) X Capture Efficiency X Uncontrolled Emissions Factor	(Material Throughput X %Controlled Hours) X %Fugitive Emissions X Uncontrolled Emissions Factor	(Material Throughput X %Controlled Hours) X %Control Equipment Output X Uncontrolled Emissions Factor
1	%Fugitive Emissions			(100 - Capture Efficiency)%			
2	%Uncontrolled Hours			[(100 X Hours Uncontrolled) / Actual Hours Per Year]%			
3	%Controlled Hours			(Actual Hours Per Year - Hours Uncontrolled)%			
4	%Control Equipment Output			[Capture Efficiency - (Capture Efficiency X Control Efficiency)]%			
5	Controlled Hours of Operation			Actual Hours Per Year - Hours Uncontrolled			

# EIs: Entering Data

- > Based on the SCC of the emission unit, the EPA webFIRE pollutants for that SCC will be populated in the HAP/GHG table with their emission factors.
- > Flare Example:

The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by calculations if you have more accurate information.

Select	Hazardous Air Pollutants/Greenhouse Gases/Other	Method Used	Hours Uncontrolled	Uncontrolled Emissions Factor (Lbs/Throughput Units)	Time-based Factor (LBS/Hour)
	Pollutant				
	Carbon Dioxide	Throughput-based factor ▼	0	120,000.	
	Methane	Throughput-based factor ▼	0	2.3	
	Nitrous Oxide	Throughput-based factor ▼	0	2.2	

Pre-populated pollutants cannot be deleted, but method used/factor can be edited

# EIs: Entering Data

The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by calculations if you have more accurate information.

Select	Hazardous Air Pollutants/Greenhouse Gases/Other	Method Used	Hours Uncontrolled	Uncontrolled Emissions Factor (Lbs/Throughput Units)	Time-based Factor (LBS/Hour)
<input type="checkbox"/>	Carbon Dioxide	Throughput-based factor	0	120,000.	
<input type="checkbox"/>	Methane	Throughput-based factor	0	2.3	
<input type="checkbox"/>	Nitrous Oxide	Throughput-based factor	0	2.2	

Click to add a pollutant

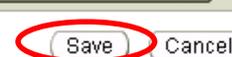


The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by calculations if you have more accurate information.

The following information may be provided to USEPA by the Wyoming DEQ. You may modify these Wyoming DEQ-generated pollutant emission calculations if you have more accurate information.

Select	Hazardous Air Pollutants/Greenhouse Gases/Other	Method Used	Hours Uncontrolled	Uncontrolled Emissions Factor (Lbs/Throughput Units)	Time-based Factor (LBS/Hour)
<input type="checkbox"/>	CO - Carbon Monoxide				
<input type="checkbox"/>	CO2e - Carbon Dioxide Equivalent				
<input type="checkbox"/>	NOx - Nitrogen Oxides				
<input type="checkbox"/>	Pb - Lead				
<input type="checkbox"/>	PM (Cond) - Primary PM Condensible Portion Only (All Less than 1 Micron)				
<input type="checkbox"/>	PM (Filt) - Primary PM, Filterable Portion Only				
<input type="checkbox"/>	PM10 (FIL) - Filterable Portion Only				
<input type="checkbox"/>	PM10 - (Includes Filterables + Condensibles) (PM<10 Microns)				
<input type="checkbox"/>	PM2.5 (FIL) - Filterable Portion Only				
<input type="checkbox"/>	PM2.5 - (Includes Filterables + Condensibles) (PM<2.5 Microns)				
<input type="checkbox"/>	SO2 - Sulfur Dioxide				
<input type="checkbox"/>	Total Combined HAPs Pollutants*				
<input type="checkbox"/>	VOC - Volatile Organic Compounds				
<input type="checkbox"/>	(Octafluorotetramethyl-ene)hydroxymethyl group				
<input type="checkbox"/>	2,2,3,3,3-pentafluoropropanol				
<input type="checkbox"/>	2,4,4-Trichlorobiphenyl (PCB-28)				
<input type="checkbox"/>	2-Chlorobiphenyl (PCB-1)				
<input type="checkbox"/>	4,4-Dichlorobiphenyl (PCB-15)				
<input type="checkbox"/>	Acenaphthene				
<input type="checkbox"/>	Total Combined Greenhouse Gas Pollutants*				

Added pollutants can be selected, then deleted



Save changes when finished

# EIs: Viewing Data

> Emissions now appear under Emissions Unit

EI0000037

- FLR001 - 45.0838Ton
- PRC004

## Emissions Unit FLR001 Summary

Emissions Unit ID: FLR001  
 AQD Description (read-only):

Only AQD staff may change the AQD Description.

EU Reporting Level: Detailed Emissions Reporting

### Unit Emissions

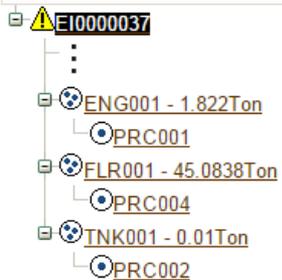
Criteria Air Pollutants/Other		Emissions Reported			Further Validations Required
		Fugitive Amount	Stack Amount	Total Units	
PM10 - (Includes Filterables + Condensibles) (PM<10 Microns)	<input type="button" value="Locate"/>	0	0	0 TONS	
PM2.5 - (Includes Filterables + Condensibles) (PM<2.5 Microns)	<input type="button" value="Locate"/>	0	0	0 TONS	
Formaldehyde	<input type="button" value="Locate"/>	0	0	0 TONS	
NOx - Nitrogen Oxides	<input type="button" value="Locate"/>	0	44.0738	44.0738 TONS	
Pb - Lead	<input type="button" value="Locate"/>	0	0	0 TONS	
SO2 - Sulfur Dioxide	<input type="button" value="Locate"/>	0	.01	0.01 TONS	
VOC - Volatile Organic Compounds	<input type="button" value="Locate"/>	0	1	1 TONS	
Ammonia	<input type="button" value="Locate"/>	0	0	0 TONS	

The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by the Wyoming DEQ. You may modify these Wyoming DEQ-generated emission calculations if you have more accurate information.

Hazardous Air Pollutants/Greenhouse Gases/Other		Emissions Reported		
		Fugitive Amount	Stack Amount	Total Units
CO - Carbon Monoxide	<input type="button" value="Locate"/>	0	87.9924	87.9924 TONS
Carbon Dioxide	<input type="button" value="Locate"/>	0	109,500.	109,500. TONS
Methane	<input type="button" value="Locate"/>	0	2.09875	2.09875 TONS
Nitrous Oxide	<input type="button" value="Locate"/>	0	2.0075	2.0075 TONS

# EIs: Viewing Data

> Total reported emissions summarized under facility



## Emissions Inventory Summary

### Explanation

- Use the Exclude/Include Emissions Units button to indicate which emissions units:
  - Did not operate at all during the year
  - Emitted less than the reporting requirement
  - Do require detailed emissions inventory reporting
- For each Emissions Process that requires detailed emissions inventory reporting, navigate to that Process and provide the necessary information
- Attach any files needed to support the reported emissions

### Facility Emissions

Criteria Air Pollutants/Other Pollutant		Emissions Reported			
		Fugitive Amount	Stack Amount	Total	Units
PM10 - (Includes Filterables + Condensibles) (PM<10 Microns)	Locate	0	0.01	0.01	TONS
PM2.5 - (Includes Filterables + Condensibles) (PM<2.5 Microns)	Locate	0	0.01	0.01	TONS
Formaldehyde	Locate	0	0	0	TONS
NOx - Nitrogen Oxides	Locate	0	45.8238	45.8238	TONS
Pb - Lead	Locate	0	0	0	TONS
SO2 - Sulfur Dioxide	Locate	0	0.012	0.012	TONS
VOC - Volatile Organic Compounds	Locate	0.01	1.05	1.06	TONS
Ammonia	Locate	0	0	0	TONS

Printable view    Export to excel

The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by the Wyoming DEQ. You may modify these Wyoming DEQ-generated emission calculations if you have more accurate information.

Hazardous Air Pollutants/Greenhouse Gases/Other Pollutant		Emissions Reported			
		Fugitive Amount	Stack Amount	Total	Units
CO - Carbon Monoxide	Locate	0	87.9924	87.9924	TONS
Carbon Dioxide	Locate	0	109,500.	109,500.	TONS
Methane	Locate	0	2.09875	2.09875	TONS
Nitrous Oxide	Locate	0	2.0075	2.0075	TONS

Printable view    Export to excel

# EIs: Viewing Data

Clicking "Locate" will open a pop-up window identifying all units/processes contributing to the listed emissions



## Facility Emissions

Criteria Air Pollutants/Other Pollutant		Emissions Reported			
		Fugitive Amount	Stack Amount	Total	Units
PM10 - (Includes Filterables + Condensibles) (PM<10 Microns)	Locate	0	0.01	0.01	TONS
PM2.5 - (Includes Filterables + Condensibles) (PM<2.5 Microns)	Locate	0	0.01	0.01	TONS
Formaldehyde	Locate	0	0	0	TONS
NOx - Nitrogen Oxides	Locate	0	45.8238	45.8238	TONS

## Locations of NOx - Nitrogen Oxides (NOX)

### In Emission Units

EU Name	Emissions Reported			
	Fugitive Amount	Stack Amount	Total	Units
FLR001	0	44.0738	44.0738	TONS
ENG001	0	1.75	1.75	TONS
TNK001	0	0	0	TONS

Printable view    Export to excel

### In Processes within Emission Units

Process Name	EU Name	Process Information					Emissions Reported			
		SCC	Hours Operation	Material	Throughput	Units	Fugitive Amount	Stack Amount	Total	Units
PRC004	FLR001	3-06-009-03	8760.0	Natural Gas	1825	MILLION CUBIC FEET	0	44.0738	44.0738	TONS
PRC001	ENG001	2-02-002-54	100.0	Fuel	20	MILLION BTUS	0	1.75	1.75	TONS
PRC002	TNK001	4-04-003-36	8760.0	Diesel	10000	1000 GALLONS	0	0	0	TONS

Printable view    Export to excel

# EIs: Attaching Documents

- > Attach files such as emissions documentation on the facility page

## Attachments

Attachment ID	Attachment Type	Description	Trade Secret Document	Trade Secret Justification	Uploaded By	Upload Date
			<input type="button" value="Add"/>	<input type="button" value="Printable view"/>	<input type="button" value="Export to excel"/>	

To Delete the attachment, or to Edit attachment description, click in the Attachment ID column.

\* Attachment Type :

\* Description :

\* Public File to Upload

- Annual Summary of Emissions
- Calculations
- Other
- Quarterly Summary of Emissions
- Semi-Annual Summary of Emissions
- Trade Secret Document

Justification required  
when attaching Trade  
Secret Documentation

# EIs: Viewing Data

- > Choose “Download/Print” or “Download/Print Trade Secret Version” to download a report style version of the inventory

## Attachments

Attachment ID	Attachment Type	Description	Trade Secret Document	Trade Secret Justification	Uploaded By	Upload Date
1	<a href="#">Calculations</a>	Calculations	None Provided	N/A	Portal User	11/10/2014

[Add](#) [Printable view](#) [Export to excel](#)

To Delete the attachment, or to Edit attachment description, click in the Attachment ID column.

[Exclude/Include Emissions Units](#) [Validate](#)

[Associate with Different Facility Inventory](#) [Download/Print](#) [Download/Print Trade Secret Version](#)

## Emissions Inventory Documents

### Document Description

[Emissions Inventory Summary \(Trade Secret\)](#)

[Emissions Inventory \(Trade Secret\)](#)

[Printable View of Facility Inventory](#)

[Emissions Inventory zip file](#)

## Attachments that are part of the Emissions Inventory

### Document Description

[Calculations](#)

Select a link in an above table to view or download a document to print.

# Sample Emissions Inventory Summary

## 2013 Emissions Summary Report : EI0000037

Nov 10 2014, 21:35:34

### Report Data

Report Category: TV

Submitted Date:

### Facility Emissions

Pollutant	Fugitive Amount	Stack Amount	Total	Units
PM10 - (Includes Filterables + Condensibles) (PM<10 Microns)	0	0.01	0.01	TONS
PM2.5 - (Includes Filterables + Condensibles) (PM<2.5 Microns)	0	0.01	0.01	TONS
Formaldehyde	0	0	0	TONS
NOx - Nitrogen Oxides	0	45.8238	45.8238	TONS
Pb - Lead	0	0	0	TONS
SO2 - Sulfur Dioxide	0	0.012	0.012	TONS
VOC - Volatile Organic Compounds	0.01	1.05	1.06	TONS
Ammonia	0	0	0	TONS

The following information was developed using Wyoming DEQ-generated pollutant emission calculations. The values may be provided to USEPA by the Wyoming DEQ. You may modify these Wyoming DEQ-generated emission calculations if you have more accurate information.

Pollutant	Fugitive Amount	Stack Amount	Total	Units
CO - Carbon Monoxide	0	87.9924	87.9924	TONS
Carbon Dioxide	0	109,500.	109,500.	TONS
Methane	0	2.09875	2.09875	TONS
Nitrous Oxide	0	2.0075	2.0075	TONS

### Attachments

Attachment ID	Description	Type	Public Document	Trade Secret Document	Trade secret Justification
1	Calculations	Calculations 158	X		

# Sample Printable View of Facility Inventory

Facility : F025972

Nov 10 2014, 21:35:34

## Facility Information

Facility ID: F025972  
 FacilityName: Test Facility  
 Facility Description: Test  
 Company Name: WDEQ/WQD  
 Operating Status: Operating  
 Facility Class: Title V  
 AFS:  
 Facility Type: Compressor Station

## Location

Physical Address	City	County	Lat/Long	PLSS	Effective Date
On Cow Creek Road 2 miles east of Dull Center Road	Converse County	Converse	43.29083/-105.09956	S2-T38N-R69W	09/15/2014

Location Detail For : On Cow Creek Road 2 miles east of Dull Center Road

Latitude: 43.29083 Longitude: -105.09956  
 Quarter Quarter: Quarter:  
 Section: 2  
 Township: 38N Range: 69W  
 County: Converse State: Wyoming  
 Distict: District 2

# EIs: Submitting Report

- > Once finished entering data and attaching files, click Validate to check for errors and missing data

## Attachments

Attachment ID	Attachment Type	Description	Trade Secret Document	Trade Secret Justification	Uploaded By	Upload Date
1	Calculations	Calculations	None Provided	N/A	Portal User	11/10/2014

[Add](#) [Printable view](#) [Export to excel](#)

To Delete the attachment, or to Edit attachment description, click in the Attachment ID column.

[Exclude/Include Emissions Unit](#) [Validate](#)

[Associate with Different Facility Inventory](#) [Download/Print](#) [Download/Print Trade Secret Version](#)

# EIs: Submitting Report

- > If you indicated that a process contained trade secret information, the following message will appear:

<b>Trade Secret Claims Made</b>

You are claiming that the information to be submitted contains trade secret(s). Please be aware that this claim must meet the Wyoming Air Quality Standards and Regulations provisions for trade secret information.



# EIs: Submitting Report

> Correct any errors

Severity	EU ID	Message
ERROR	TNK001	<u>P:PRC002:Emissions values missing for PM10 - (Includes Filterables + Condensibles) (PM&lt;10 Microns)</u>

Printable view    Export to excel

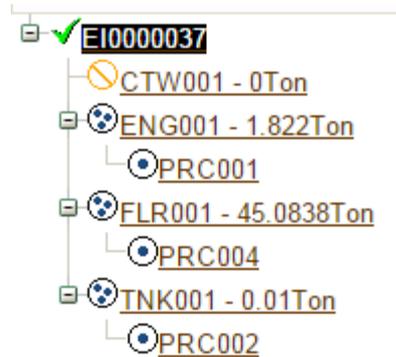
Close



Clicking on the error message will take you to the source of the error

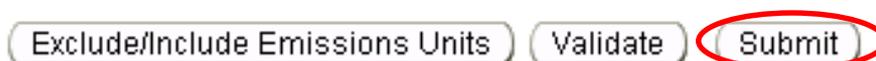
# EIs: Submitting Report

- > A checkmark next to the facility in the Facility Tree indicates successful validation



# EIs: Submitting Report

- > Several layers of “are you sure?” menus:
  - ❖ Click “Submit”



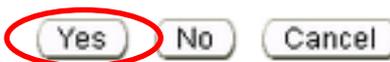
Associate with Different Facility Inventory

Download/Print

Download/Print Trade Secret Version

- ❖ Provided that you are authorized to sign the application, click “Yes”

I am authorized by law to electronically sign and attest to the accuracy of this submission.



# EIs: Submitting Report

- ❖ Click yes to certify accuracy of the application

---

Are you sure you want to Submit the changes?

By completing and submitting this form, you are attesting to the following: For the period(s) checked, I affirm based on information and belief formed after reasonable inquiry, that all factual statements in this inventory are true, accurate and complete to the best of my knowledge, and that all judgments and estimates provided in this inventory have been made in good faith. I understand that the data provided in this document will be used by the Wyoming DEQ to calculate an emissions fee, which is required to be paid under W.S. 35-11-211 and Chapter 6, Section 3 of the Wyoming Air Quality Standards and Regulations, based on the tons of pollution emitted by the facility.

Yes  No

- ❖ Click "Submit" a final time

---

Submission may take several minutes depending on the amount of data being processed. If this submission requires an e-signature, a form will appear in this window allowing you to e-sign the submission. Upon successful e-signing, your submission will resume.

\*\*Please click the submit button only once\*\*

# EIS: Submitting Report

## Login

ENV-ITE requires a free account from [eGov - State of Wyoming Online Services](#).

### ATTESTATION WARNING

This Environmental IT Environmental ("ENV-ITE") system has been established by the Wyoming Department of Environmental Quality (WDEQ) for the use of businesses or entities required to file reports or other data pursuant to federal and state laws and regulations. By affixing my electronic signature to any documents or data and by choosing to submit documents and data through the WDEQ's ENV-ITE system, I certify, acknowledge, and/or agree as follows:

- I am responsible for protecting my PIN, answers to secret questions from compromise;
- That I am the duly authorized representative of the business or entity associated with the electronic signature credential assigned to me by the WDEQ and that I am uniquely entitled to use the signature device;
- That the data I am submitting is true and correct to the best of my knowledge;
- That I may be subject to civil or administrative enforcement and penalties for failure to comply with reporting requirements under regulatory programs applicable to the business or entity I represent;
- That I may be subject to criminal liability for false certification of the data submitted; and
- That I am free to discontinue any transaction prior to finalization; otherwise, the document will be submitted to the WDEQ and the transaction will be complete, subject to my opportunity to repudiate the document as submitted in a human-readable format.

I certify, acknowledge, and/or agree to the above.

Username

Password

Sign In

Sign in to ENV-ITE using your username and password

# Els: Submitting Report

- > Digitally sign the application by entering your PIN and answering the security question, then click “Save”

## Apply Digital Signature

PIN:

Security Question: What is the name of your first pet?

Save

Your signature will be applied to the following documents:

- [68719117-A0000489.zip](#)

- > You should receive the following as confirmation that the application was submitted

Submit task completed successfully.

Close

# Miscellaneous Features of IMPACT

# Miscellaneous Features of IMPACT

- > Printable View
- > Export to excel
- > Latitude/Longitude link
- > Sort information in tables

# Printable View

- > All tables in IMPACT have a “Printable view” option

AQD ID	AQD Description	Company Equipment ID	Company Equipment Description	Emissions Unit Type	Operating Status	Completion of Initial Installation Date
AMN001		AMINE1	Amine Unit	Amine Unit	Not Yet Installed	
AMN002		AMINE2	Amine Unit	Amine Unit	Not Yet Installed	
BOL001		BOIL001	Boiler	Boiler	Not Yet Installed	
DHY001	H1 - Glycol Heater T-214	DHY1	Dehy	Dehydration Unit	Operating	03/06/2012
ENG001	E1 - White-Superior 8G-825 Compressor Engine	E1	E1 - White-Superior 8G-825 Compressor Engine	Engine	Operating	03/06/2012
ENG002	E2 - Waukesha 135-62 Generator Engine	E2	E2	Engine	Operating	03/06/2012
ENG003	E3 - Ford Industrial F-300 Emergency Generator Engine	E3	E3 - Ford Industrial F-300 Emergency Generator Engine	Engine	Operating	03/06/2014
ENG004		E1	Waukesha Engine	Engine	Operating	01/01/2014
FUG001	FC1 - Fugitives from Pneumatic Controllers	Fug1	Fugitives from pneumatic controllers	Fugitive	Operating	03/06/2014
FUG002	FL1 - Fugitive Equipment Leaks	FL1	Fugitives from equipment leaks	Fugitive	Operating	03/06/2014
TNK001	T1	TNK1	Tank1	Storage Tank/Silo	Operating	03/06/2014

Printable view

Export to excel

Hide Invalid EUs

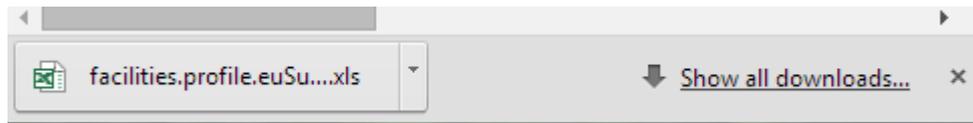
Printable view opens in a new browser tab

# Exporting to Excel

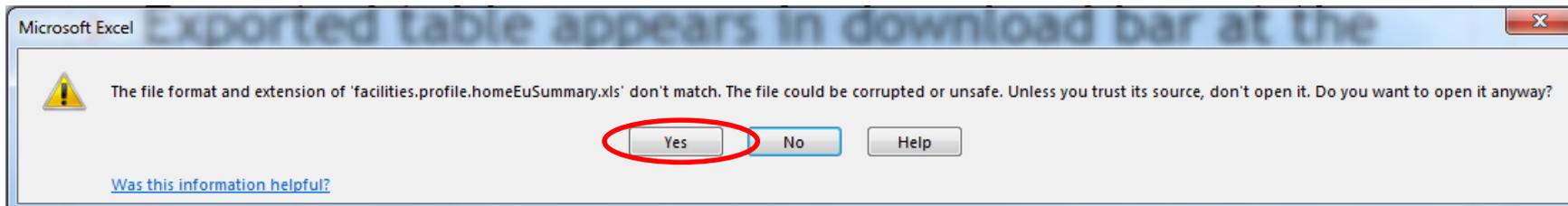
> Tables may also be exported to excel:



> Click on exported file in download bar at the bottom of the screen



> May get a warning message:



> Sample Export:

A	B	C	D	E	F	G
AQD ID	AQD Description	Company Equipment ID	Company Equipment Description	Emissions Unit Type	Operating Status	Completion of Initial Installation Date
AMN001		AMINE1	Amine Unit	Amine Unit	Not Yet Installed	
AMN002		AMINE2	Amine Unit	Amine Unit	Not Yet Installed	
BOL001		BOIL001	Boiler	Boiler	Not Yet Installed	
DHY001	H1 - Glycol Heater T-214	DHY1	Dehy	Dehydration Unit	Operating	3/6/2012
ENG001	E1 - White-Superior 8G-825 Compressor Engine	E1	E1 - White-Superior 8G-825 Compressor Engine	Engine	Operating	3/6/2012
ENG002	E2 - Waukesha 135-62 Generator Engine	E2	E2	Engine	Operating	3/6/2012
ENG003	E3 - Ford Industrial F-300 Emergency Generator Engine	E3	E3 - Ford Industrial F-300 Emergency Generator Engine	Engine	Operating	3/6/2014
ENG004		E1	Waukesha Engine	Engine	Operating	1/1/2014
FUG001	FC1 - Fugitives from Pneumatic Controllers	Fug1	Fugitives from pneumatic controllers	Fugitive	Operating	3/6/2014
FUG002	FL1 - Fugitive Equipment Leaks	FL1	Fugitives from equipment leaks	Fugitive	Operating	3/6/2014
TNK001	T1	TNK1	Tank1	Storage Tank/Silo	Operating	3/6/2014

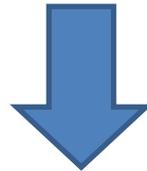
# Facility Location Map

- > Clicking on the latitude/longitude hyperlink will open the facility location in Google Maps

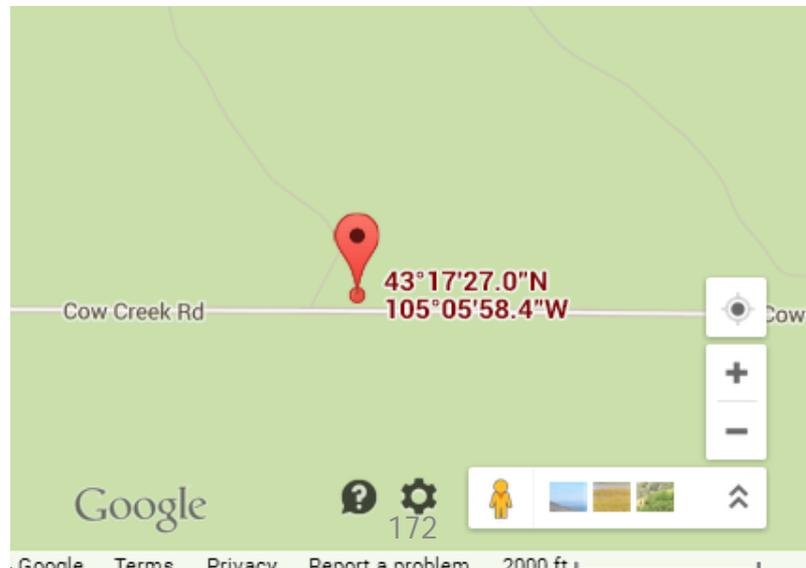
Location

ID	Physical Address	City	County	Lat/Long	PLSS	Effective Date
33611	On Cow Creek Road 2 miles east of Dull Center Road	Converse County	Convers	<a href="#">43.29083/-105.09956</a>	05ESE-S2-T38N-R69W	5/8/2012

Printable view    Export to excel



Google Maps opens in a new browser tab



# Sorting Information in Tables

- > Clicking on the column header will sort data in tables

Contact Type	Contact ID 	Contact Name	Phone Number	Email	Start Date	End Date
<a href="#">Responsible Official</a>	<a href="#">CNT029773</a>	Uzzell, James			8/7/2014	
<a href="#">Environmental contact</a>	<a href="#">CNT031330</a>	Allen, Richard			7/7/2014	
<a href="#">Billing contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Compliance contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">TV Permitting contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	

[Printable view](#) [Export to excel](#)



Contact Type	Contact ID	Contact Name 	Phone Number	Email	Start Date	End Date
<a href="#">Environmental contact</a>	<a href="#">CNT031330</a>	Allen, Richard			7/7/2014	
<a href="#">Billing contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Compliance contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">TV Permitting contact</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	<a href="#">CNT031722</a>	Staff, AQD	(724)465-8904	<a href="#">Unknown@gmail.com</a>	3/6/2014	
<a href="#">Responsible Official</a>	<a href="#">CNT029773</a>	Uzzell, James			8/7/2014	

[Printable view](#) [Export to excel](#)

# Training and IMPACT Contacts

## WDEQ IMPACT Contacts:

- > Setup Support - Email - [deq-air-impact@wyo.gov](mailto:deq-air-impact@wyo.gov)
- > Technical Support:
  - ❖ Zac Mangin - 307-777-6282 [zachary.mangin@wyo.gov](mailto:zachary.mangin@wyo.gov)
  - ❖ Tyler Ward - 307-777-7872 [tyler.ward@wyo.gov](mailto:tyler.ward@wyo.gov)
  - ❖ Adam Deppe - 307-777-8754 [adam.deppe@wyo.gov](mailto:adam.deppe@wyo.gov)
- > Program Administrator- Brian Hall 307-777-6088  
[brian.hall@wyo.gov](mailto:brian.hall@wyo.gov)

# Questions?



# Appendix

# Training Exercise #1

# Training Exercise #2

# Training Exercise #3

# Training Exercise #4

# Training Exercise #5