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Emissions Reporting and Inventory Center

# USER TRAINING REPORTING YEAR 2014



# EMISSIONS INVENTORY STAFF

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# WEBINAR OVERVIEW

- Emissions Inventory (EI) Basics
- What's New for RY 2014
- Helpful Hints and Reminders
- Frequently Asked Questions
- Questions?



# Emissions Inventory (EI) Basics

# APPLICABILITY (ALL FACILITIES)

- ⦿ Required to report if facility meets any of the criteria at **ANY** time during the reporting year
  - ⦿ Located in nonattainment or adjoining parish and emits, has the PTE, or is **permitted to emit** any criteria pollutant above the threshold values in Tables 1-6 (LAC 33:III.919.A.1.a & 2)
  - ⦿ Located in attainment parish and emits, has PTE, or is **permitted to emit** any criteria pollutant above the threshold values in Table 7 (LAC 33:III.919.A.1.b & 2)
  - ⦿ Major source of HAPS or TAPS (LAC 33:III.919.A.1.c)
  - ⦿ Holds a Title V (Part 70) permit – regardless of emissions (LAC 33:III.919.A.1.d)
  - ⦿ Holds a portable source permit and operates at any time in a nonattainment or adjoining parish AND meets applicability criteria (LAC 33:III.919.A.1.e)
  - ⦿ Otherwise required by rule or permit to report (LAC 33:III.919.A.1.f)

# “ONCE IN, ALWAYS IN”

- ⊙ “Once in, Always In” applies to criteria emissions inventories only (LAC 33:III.919.D)
- ⊙ Once a facility no longer meets the applicability in LAC 33:III.919.A.1 for **one full calendar year**, must request approval **in writing** to discontinue submitting an EI
- ⊙ Facilities may stop submitting once they have received approval from LDEQ, **in writing**
- ⊙ Modifications or otherwise removing the requirement from a permit does not qualify as a release from reporting
- ⊙ If you are a major source of TAPs, you are also subject to criteria EI, and therefore subject to “Once In, Always In”

# RELEASE FROM REPORTING

- ⊙ Submit requests for approval to discontinue submission of criteria pollutant EI to:

Emissions Inventory  
Office of Environmental Services

Postal Mail:  
P.O. Box 4313  
Baton Rouge, LA 70821-4313

For Delivery Only:  
602 North Fifth Street  
Baton Rouge, LA 70802

- ⊙ Requests must come from the facility
- ⊙ Not currently accepting requests by email or fax

# ERIC REPORTING DEADLINE

Thursday  
April 30, 2015

- ⦿ Both the certification statement and the data in ERIC must be submitted by April 30 (LAC 33:III.919.F.1.d)
- ⦿ If hand-delivering, the certification statement must be stamped on or before April 30 with the stamp at the drop off box
- ⦿ If the certification statement comes to us without a date, we will use the date it is received by the Department



# LATE REPORTING

- ① Extensions to the reporting deadline may be granted through a variance request. Variance for ERIC Instructions are available on the ERIC website
- ① Variances must be submitted at least **2 business days** before the due date to be considered
- ① Submittal of the signed Certification Statement determines timeliness regardless of when the data was submitted electronically
- ① Certification Statements not postmarked on or before the April 30<sup>th</sup> due date without a variance are considered late and will be referred to Enforcement

# START EARLY

- ⊙ Coordinate and [facupdate@la.gov](mailto:facupdate@la.gov) changes require LDEQ staff review and are not instantaneous
- ⊙ Any requests for coordinate changes or [facupdate@la.gov](mailto:facupdate@la.gov) received after **4:00pm, April 30<sup>th</sup>** will not be processed until the next business day
- ⊙ Any inventories that cannot be submitted on time because of pending [facupdate@la.gov](mailto:facupdate@la.gov) and coordinate review/approval issues will be considered late

# COORDINATE CHANGES

- ⦿ Changes/additions to release point coordinates will continue to trigger a review and require approval
- ⦿ The coordinate approval process has been expanded to require all release points to be updated
  - ⦿ Multiple release points should not have the same coordinates (Exceptions to this are general condition, insignificant activities, and fugitive emissions)
  - ⦿ Release point coordinates should not be the same as the front gate coordinates (Exceptions to this are general condition, insignificant activities, and fugitive emissions)

# FACILITY UPDATES

- ⦿ Below are the additions/changes that require a request to [facupdate@la.gov](mailto:facupdate@la.gov)
  - ⦿ EI Billing Party
  - ⦿ EI Facility Contact
  - ⦿ Mailing Address
  - ⦿ Front Gate Coordinates
  - ⦿ Incorrect ownership dates
  
- ⦿ What to include in [facupdate@la.gov](mailto:facupdate@la.gov) emails
  - ⦿ Agency Interest Number
  - ⦿ Facility Name
  - ⦿ Brief description of the change needed
  - ⦿ Name, Address, and Phone number for EI Billing Party and EI Facility Contact
  - ⦿ Date ranges for which the change should apply (does not apply to Front Gate Coordinate changes)

# CHANGE IN OWNERSHIP

- ⦿ When there is a change in facility ownership, each owner is responsible to submit and certify their own EI for the period of ownership (LAC 33:III.919.F.2)
- ⦿ The start and end dates of the inventory in ERIC must coincide with the ownership dates in TEMPO (this may require a [facupdate@la.gov](mailto:facupdate@la.gov) change)
- ⦿ Each owner will have their own ERIC account
- ⦿ Contact your LDEQ staff contact if you would like the previous inventory submitted by the previous owner

# ASKING FOR HELP

- ⦿ LDEQ Emissions Inventory staff are assigned facilities based on facility parish location
- ⦿ A list of parishes and assigned staff is listed on the left sidebar on the ERIC homepage
  - ⦿ Call or send an email to the EI staff person that is assigned the parish where your facility is located first
  - ⦿ [ERIC@la.gov](mailto:ERIC@la.gov) will send an email to all EI staff
- ⦿ Please do not call other LDEQ staff asking for help, even if they have helped in the past
  - ⦿ Please contact EI staff only
  - ⦿ LDEQ staff that are not on the list may not be kept up to date with the most recent changes to EI and/or ERIC

# ASKING FOR HELP

- ⦿ Why email before calling?
  - ⦿ Provides more detailed information, and
  - ⦿ Allow us to research the issue aiding in a more complete response
- ⦿ When emailing your staff contact:
  - ⦿ Include the AI #
  - ⦿ Send a screen shot of the error(s) you need help with
  - ⦿ If having problems completing or uploading a spreadsheet, include the spreadsheet



# WHAT'S NEW FOR RY 2014



# WHAT'S NEW

- ① Performance improvements
- ① Usability enhancements
- ① Future improvements

# PERFORMANCE IMPROVEMENTS

- ⦿ Added offline job processor for uploads and validations
  - ⦿ No longer have to stay on screen for process to complete
  - ⦿ Job monitor allows you to watch the progress and get results
  - ⦿ Email notification option available to be notified when job is complete
  - ⦿ Can work on other Inventories while job is processing
- ⦿ Moved data from local servers to the cloud

# JOB MONITOR

- Filters at the top of the job table to limit results
  - Timeframe - filter based on time submitted
  - Job Type - ExcellImport or Validation
  - Sort Order - sort the table
  - Status Filters – checkboxes to show or hide jobs based on their status.

ERIC Job Monitor

Test AI #1 Production Test (AI# 83609), Butler, Joe, St. Mary Parish

 Home

Select timeframe:  Select job type:  Select sort order:

Show Pending Jobs  Show Running Jobs  Show Completed Jobs  Show Failed Jobs

# JOB MONITOR (CONT.)

- ⦿ There are five job status codes in ERIC:
  - ⦿ Pending – the job is in the queue and will be processed in the order it was submitted.
  - ⦿ In Progress – the job is being executed.
  - ⦿ Complete – the job completed and the results are available in the remaining columns of the job monitor table.
  - ⦿ Error – the job could not be processed due to unexpected circumstances (database connection failure, server shutdown). You will need to resubmit your job request.
  - ⦿ Killed – the job was in the queue or executing for too long and was terminated. This condition is a “fail-safe” to help prevent hung jobs from blocking the job queue. DEQ staff is notified when jobs are killed and will take action to investigate the cause.

# JOB MONITOR (CONT.)

- ⦿ The table auto-refreshes every ten seconds
- ⦿ When you are viewing the Job Monitor page for your selected account, you will see all jobs submitted by any user on that account.
- ⦿ If someone else is running a job on an inventory, you will be unable to submit a job for that inventory until the first job is complete.
- ⦿ You can see who submitted each job on the Job Monitor page.
- ⦿ Quick links to results when available

# JOB MONITOR (CONT.)

## ERIC Job Monitor

Test AI #1 Production Test (AI# 83609), Butler, Joe, St. Mary Parish

[Home](#)

Select timeframe:  Select job type:  Select sort order:

Show Pending Jobs  Show Running Jobs  Show Completed Jobs  Show Failed Jobs

this table auto-refreshes every 10 seconds

ID	Job Type / Status	Rep. Year / Rev #	Submitted Date / Submitted By	Progress Messages	
53	Validation Complete	2010 0	1/19/2015 7:45 PM Petersen, Kelly	Validation complete for AI 83609, RY 2010, Rev 0 173 warnings, 0 errors, 0 unapproved coordinate changes	<a href="#">View Validations</a>
52	Validation Complete	2013 0	1/19/2015 7:43 PM Petersen, Kelly	Validation complete for AI 83609, RY 2013, Rev 0 0 warnings, 0 errors, 0 unapproved coordinate changes	<a href="#">View Validations</a>
51	Validation Complete	2012 0	1/19/2015 6:02 PM Haasbeek, John	Validation complete for AI 83609, RY 2012, Rev 0 173 warnings, 0 errors, 0 unapproved coordinate changes	<a href="#">View Validations</a>
50	ExcelImport Complete	2012 0	1/19/2015 5:58 PM Haasbeek, John	Excel import SUCCEEDED WITH WARNINGS for AI 83609, RY 2012, Rev 0 141 warnings and 0 errors	<a href="#">View Upload Messages</a>
49	ExcelImport Complete	2012 0	1/19/2015 5:49 PM Haasbeek, John	Excel import FAILED for AI 83609, RY 2012, Rev 0 0 warnings and 1 errors	Replaced
48	ExcelImport Complete	2012 0	1/19/2015 5:46 PM Haasbeek, John	Excel import FAILED for AI 83609, RY 2012, Rev 0 0 warnings and 1 errors	Replaced
47	ExcelImport Complete	2012 0	1/19/2015 5:39 PM Haasbeek, John	Excel import SUCCEEDED WITH WARNINGS for AI 83609, RY 2012, Rev 0 141 warnings and 0 errors	Replaced

# USABILITY ENHANCEMENTS

- ① Ability to download Validation results to an excel file
- ① Link to download Inventory added to the Facility Account Homepage
- ① Added email notification options
- ① Ability to set email notification preferences

# VALIDATION RESULTS

## DOWNLOAD

- Release Point FTV159: Calculated flow rate (0.00314159) and entered flow rate (0.1000000000000000) differ by more than 5%.
- Release Point FTV164: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV167: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV168: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV170: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV171: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV172: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV173: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV174: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV175: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FTV178: Calculated flow rate (0.01963495) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point FWA198: Height is desired for area/fugitive sources.
- Release Point GBS222: Calculated flow rate (363.24665057) and entered flow rate (748.00000000000000) differ by more than 5%.
- Release Point GGA220: Height is desired for area/fugitive sources.
- Release Point GGA221: Height is desired for area/fugitive sources.
- Release Point HTV322: Calculated flow rate (0.15393804) and entered flow rate (0.4000000000000000) differ by more than 5%.
- Release Point HTV323: Calculated flow rate (0.07853982) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point HTV324: Calculated flow rate (0.07853982) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point HTV325: Calculated flow rate (0.07853982) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point HTV326: Calculated flow rate (0.07853982) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point HTV327: Calculated flow rate (0.07853982) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point HTV328: Calculated flow rate (0.07853982) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point HTV329: Calculated flow rate (0.07853982) and entered flow rate (0.2000000000000000) differ by more than 5%.
- Release Point HTV335: Calculated flow rate (0.15393804) and entered flow rate (0.4000000000000000) differ by more than 5%.
- Release Point HTV336: Calculated flow rate (0.15393804) and entered flow rate (0.4000000000000000) differ by more than 5%.

[Download these validation messages in Excel format](#)

Submit Inventory



# INVENTORY DOWNLOAD LINK

Test AI #1 Production Test (AI# 83609), Butler, Joe, St. Mary Parish

[Start New Inventory](#)

**Current Inventories:**

Inventory ID	Reporting Year Revision	Type Date Started	Start Date End Date	Submitted Date Submitted By	Cert Recd Date Cert Recd By	
1300783	2014 0	Criteria and Toxic 1/15/2015	1/1/2014 12/31/2014	1/15/2015 Fleming, Maureen	1/15/2015 Fleming, Maureen	<a href="#">View</a> <a href="#">Download</a> <a href="#">Revise</a> <a href="#">Summary</a>
1300769	2013 0	Criteria and Toxic 12/16/2013	1/1/2013 12/31/2013	1/19/2015 Petersen, Kelly	1/20/2015 Petersen, Kelly	<a href="#">View</a> <a href="#">Download</a> <a href="#">Revise</a> <a href="#">Summary</a>
<a href="#">1300794</a>	2012 0	Criteria and Toxic 1/7/2013	1/1/2012 12/31/2012			<a href="#">Edit</a> <a href="#">Download</a> <a href="#">Delete</a> <a href="#">Summary</a>
1299111	2011 0	Criteria and Toxic 1/11/2012	1/1/2011 12/31/2011	5/9/2014 Petersen, Kelly		<a href="#">View</a> <a href="#">Download</a> <a href="#">Revise</a> <a href="#">Summary</a>
<a href="#">1274844</a>	2010 0	Criteria and Toxic 1/25/2011	1/1/2010 12/31/2010			<a href="#">Edit</a> <a href="#">Download</a> <a href="#">Delete</a> <a href="#">Summary</a>
1291334	2009 0	Criteria and Toxic 1/25/2011	1/1/2009 12/31/2009	1/15/2015 Fleming, Maureen	1/15/2015 Fleming, Maureen	<a href="#">View</a> <a href="#">Download</a> <a href="#">Revise</a> <a href="#">Summary</a>
<a href="#">1298302</a>	2008 0	Criteria and Toxic 11/30/2012	1/1/2008 12/31/2008			<a href="#">Edit</a> <a href="#">Download</a> <a href="#">Delete</a> <a href="#">Summary</a>
<a href="#">1300774</a>	2007 0	Criteria and Toxic 9/23/2014	1/1/2007 12/31/2007			<a href="#">Edit</a> <a href="#">Download</a> <a href="#">Delete</a> <a href="#">Summary</a>

\* To edit inventory type or start/end dates click on the inventory id.

**Key:**

Uploading	Validating	Editing	Submitted	Revised	Certified
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# EMAIL NOTIFICATIONS

- ⦿ Account administrators will be sent an email to notify them that a request for access has been submitted for approval
- ⦿ Inventory submitters have the option to receive a confirmation email that the inventory was submitted electronically
- ⦿ Inventory submitters will have the option to receive notification when the certification statement is processed by ERIC staff

# EMAIL NOTIFICATION PREFERENCES

- ⦿ Added a way to manage email notification preferences
  - ⦿ Opt out of receiving general email notifications from the ERIC system and staff
  - ⦿ Opt out of certification statement receipt notifications
  - ⦿ Opt out of receiving access request notifications
  - ⦿ Globally unsubscribe from all ERIC related emails
- ⦿ Other email notification preferences are selected using a check box on the screen
  - ⦿ Jobs complete (Uploads and Validations)
  - ⦿ Validation results
  - ⦿ Certification Statement processed by LDEQ

# EMAIL NOTIFICATION PREFERENCES

## Emissions Reporting and Inventory Center

### User Email Notification Preferences

#### Email Notification Preferences for Petersen, Kelly (user id 2069)

Email Address	kelly@wonkyi.com	You can not change your email here (click on your user name at the top right of this page to change your online profile information).
General Notifications:	<input checked="" type="checkbox"/>	UNCHECK this box to indicate that you <b>DO NOT</b> want to receive general email notifications from the ERIC system and staff.
Certification Received Notifications:	<input checked="" type="checkbox"/>	UNCHECK this box to indicate that you <b>DO NOT</b> want to receive email notifications from the ERIC system when certification statements are received.
Access Request Notifications:	<input checked="" type="checkbox"/>	UNCHECK this box to indicate that you <b>DO NOT</b> want to receive email notifications from the ERIC system when users request access to an account for which you are an administrator.
On Global Unsubscribe List:	<input type="checkbox"/>	CHECK this box to indicate that you <b>DO NOT</b> want to receive ANY ERIC emails. The options above will be ignored. If you change your email address, you will need to come back to this page and reset this flag to join the global unsubscribe list again.
<input type="button" value="Save"/>		

# COORDINATE APPROVAL IMPROVEMENTS

- ① Approved change requests are not overwritten when a new spreadsheet is uploaded and the coordinates were not changed
- ① Validations run on unapproved coordinate requests no longer indicate that there is no coordinate information (There is an error message indicating that the coordinates are pending approval)

# EMISSIONS TYPE CHANGES

- ⦿ Existing Emission Types
  - ⦿ Authorized Non-routine
  - ⦿ Routine
  - ⦿ Startup/Shutdown
  - ⦿ Unauthorized Discharge
  - ⦿ Variance
  
- ⦿ During RY 2014 both Variance and Authorized Non-routine will be available
  
- ⦿ The replacement of “Variance” with “Authorized Non-routine” category has been put on hold due to USEPA review

# RY 2014 EMISSION TYPES

- ⊙ Routine – Emissions emitted under normal operating conditions. Not restricted to permit limited emissions; e.g., fugitive and area source emissions. Also includes emissions from regulatory permitted activities
- ⊙ Variance – Emissions emitted through the operations approved by a variance
- ⊙ Authorized Non-routine – Emissions allowed by rule, statute, variance, or order that are not routine
- ⊙ Startup/Shutdown – Emissions emitted during startup/shutdown of the emissions path
- ⊙ Unauthorized Discharge – All other emissions that are not routine, variance, authorized non-routine, or startup/shutdown

# FUTURE IMPROVEMENTS

- ◎ ERIC issues and suggestions that were not able to be addressed have been carried forward from the 2013 RY
  - ◎ See the document on the ERIC Reporting Year Resources Page under *2014 Known Issues and Proposed Enhancements*
  - ◎ These items are under consideration to be addressed as funds are available
- ◎ A workgroup to discuss and prioritize changes to ERIC will be formed after the 2014 RY ends
- ◎ Email comments and additional suggestions to [ERIC@la.gov](mailto:ERIC@la.gov)





# HELPFUL HINTS / REMINDERS

# COORDINATES

- ⦿ Fugitives, General Condition XVII, and Insignificant Activities should only have one release point ID if the area is the same
- ⦿ Multiple release points should not have the same coordinates (Exceptions to this are general condition, insignificant activities, and fugitive emissions)
- ⦿ Release point coordinates should not be the same as the front gate coordinates (Exceptions to this are general condition, insignificant activities, and fugitive emissions)
- ⦿ Guidance for using online sources for coordinates is available on the ERIC Website under *Helpful Links and Guidance Documents*

[Using Online Sources to Determine Coordinates](#)

# NAICS / SCC UPDATES

- ⦿ Review your NAICS and SCC
  - ⦿ The full, current EPA SCC table is provided with instructions on how to identify the correct SCC code for your process on the LDEQ Homepage as *EPA Source Classification Codes (SCC)*
  - ⦿ NAICS and SCC have been updated in ERIC to match acceptable EPA codes
- ⦿ EPA has started comparing ERIC descriptions for sources and processes against SCC to identify facilities for further investigation
  - ⦿ Refineries that don't show **any** tank SCC
  - ⦿ Sources described as one thing with an SCC code for another, e.g. a source description of internal floating roof tank, but the SCC code for a Pipeline Vent
- ⦿ EPA uses SCC to determine rule applicability impacts (among other things)

# EMERGENCY ENGINE REPORTING

- ⦿ Guidance on how to report emergency engine emissions
  - ⦿ **Maintenance Use** -  $\leq 100$  hours of permitted non-emergency emissions should be reported as **Routine**
  - ⦿ **Emergency Use** - All use of engines during emergency conditions should be reported as **Authorized Non-routine**
  - ⦿ **Unauthorized Non-Emergency Use** -  $>100$  hours of non-emergency use of engines, without a variance, should be reported as **Unauthorized**

# GENERAL CONDITION XVII EMISSIONS

- ⊙ May aggregate GC XVII
  - ⊙ By Permit (not facility-wide)
  - ⊙ Do not combine with Insignificant Activities or Fugitives
- ⊙ Report as source type of GC XVII Emissions
- ⊙ Report as release point type of Area with dimensions of area where activity occurs
- ⊙ Does not require a process record

# HRVOC AND OZONE REQUIREMENTS

- ⊙ In addition to criteria pollutants, facilities located in the following parishes are also required to submit HRVOC data for ethylene and propylene (LAC 33:III.919.F.1.a.i)

Ascension • East Baton Rouge • Iberville • Livingston • St. Charles  
• St. John the Baptist • St. James • West Baton Rouge

- ⊙ LAC 33:III.919.F.1.a.iii has additional requirements for facilities in ozone nonattainment areas:
  - ⊙ Ozone season average daily emissions of CO, NO<sub>x</sub>, VOC, ethylene, & propylene
  - ⊙ Average ozone season throughput
  - ⊙ Ozone season average heat content
  - ⊙ Ozone season estimation method for CO, NO<sub>x</sub>, VOC, ethylene, & propylene

# ADDITIONAL INFORMATION

- ⦿ The certification statement requires an original signature by the Responsible Official (LAC 33:III.919.F.1.c)
- ⦿ The EI must include all emissions from the facility (LAC 33:III.919.F.1.b)
  - ⦿ The only emissions that are exempt are Insignificant Activities on Lists B & C in LAC 33:III.501.B.5
  - ⦿ There are no facility classes or categories exempt from EI reporting (LAC 33:III.919.D.2)
- ⦿ Special Inventories – LAC 33:III.919.F.3
- ⦿ Calculations (CEMS vs. AP-42)– LAC 33:III.919.G
- ⦿ Fees – LAC 33:III.919.I



# FREQUENTLY ASKED QUESTIONS



# FREQUENTLY ASKED QUESTIONS

- ⦿ **My facility is not yet built or idle, do I need to report?**
  - ⦿ If your facility meets the applicability in LAC 33:III.919 or Ch. 51, you must report even if your facility was not constructed or is not operating
  - ⦿ No data is required but the facility status must be marked appropriately
  - ⦿ Guidance can be found on the ERIC Homepage under *Editing the Facility Status in ERIC*
  
- ⦿ **The facility's permit was modified mid-year to either subject the facility to emission inventory reporting or to remove the requirement to report. Are the emissions reported just for the time the facility was subject to reporting?**
  - ⦿ No. Emissions in the inventory are annualized and if the facility was subject to reporting at any time during the reporting year, then the emissions should be for 1/1 to 12/31.
  - ⦿ Exceptions:
    - change of ownerships
    - Initial permit issued and ownership begins mid-year

# FREQUENTLY ASKED QUESTIONS

- ⦿ **Should I subtract the toxic VOCs from my Total VOCs?**
  - ⦿ No. You must include your VOC TAPs in your Total VOC
  - ⦿ ERIC does not automatically include VOC TAPs in the Total VOC. It must be done manually, but VOC TAPs in a “toxic” or “criteria and toxic” inventory will be subtracted from Total VOC for invoicing purposes.
  - ⦿ ERIC has a validation that checks to see if VOC TAPs are greater than Total VOC on the emissions path as well as facility wide. If VOC TAPs are greater than Total VOC, within a tolerance of 25 pounds, users will get an error.
  - ⦿ Do not create a separate Source ID for those emissions sources of toxics. Include criteria and toxics under the same Source ID.

# FREQUENTLY ASKED QUESTIONS

## ⊙ What does this error mean?

*An unexpected error occurred while processing Sources: ORA-00001: unique constraint (EI\_USER.SOURCE\_INFO\_U1) violated ORA-06512: at line 4; this error is caused by rows with duplicate key values.*

This is caused by a duplicate Process ID in the spreadsheet. The same applies to other categories of information where the ID value used by the Facility must be unique across the inventory.

# FREQUENTLY ASKED QUESTIONS

- ⦿ **Can I assign my own Subject Item IDs?**
  - ⦿ No. Do not generate Subject Item ID #s.
  - ⦿ The subject item ID is assigned through TEMPO. It can be found in the permit, if generated through TEMPO, or on the list of valid Subject Items in the help text in ERIC.
  - ⦿ The subject item ID field is required. If you do not know it or do not have one assigned, you may enter “Not Listed”.
  
- ⦿ **If a facility is subject to LAC 33:III.919 reporting but is NOT subject to toxic reporting, do we need to include TAP emissions in ERIC?**
  - ⦿ No, you cannot report individual TAP emissions in ERIC if the facility is not required to report to per Ch. 51. However, VOCs that are also TAPS should be included in Total VOCs.

# FREQUENTLY ASKED QUESTIONS

- ⦿ **Can Insignificant Activities and GC XVII be aggregated together?**
  - ⦿ No. Insignificant Activities, Fugitives, and GC XVII emissions should be reported separately
  - ⦿ However, they may share the same release point
- ⦿ **Can I make corrections to the emissions on the certification statement?**
  - ⦿ No. If any information is incorrect on the certification statement, you must revise the inventory in ERIC and correct the information
  - ⦿ Handwritten markups do not change the data in ERIC

We're Done.



Questions?

Kelly Petersen

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