



Air Operating Permit Compliance Certification Form

INSTRUCTIONS

The purpose of this form is to provide an example for certifying compliance with the terms and conditions that exist in an air operating permit. There are three components to this form (in addition to the instructions): The Annual Compliance Certification Statement (for signature), Table 1 (Permit Terms & Conditions and Compliance Status), and Table 2 (Deviation Report Summary). When completed, all compliance certifications must be sent to the Northwest Clean Air Agency and USEPA Region 10.

Submit to:

Northwest Clean Air Agency 1600 South Second Street Mount Vernon, WA 98273-5202	US Environmental Protection Agency Region 10 Office of Air Quality 1200 Sixth Avenue, Seattle, WA 98101
--	--

Annual Compliance Certification Statement

This form includes general information and certification by the responsible official. The information reported must be certified by a Responsible Official as defined in WAC 173-401200. Filing this report without the signature of a Responsible Official is analogous to not filing the report. Washington Clean Air Act, RCW 70.94.430(1), provides for criminal penalties for any person who knowingly misrepresents any material fact in an application, record, report, plan or other document filed or required to be maintained as part of the Air Operating Permit program.

Permit Terms & Conditions and Compliance Status (Table 1) Instructions

Table 1 is used to report compliance with each and every permit term or condition in the permit [as required by WAC 173-401-630(5)]. (Please make as many copies of this page as is needed.)

Column 1: Permit Term or Condition (# and/or Title): Enter the term or condition from the permit. Make sure to include all terms or conditions including emissions limits, testing procedures, measurement frequencies, control equipment requirements, work practices, parameter ranges and monitoring, recordkeeping, and reporting.

Column 2: Method of Compliance Determination: Enter the method(s) used for determining the compliance status for the requirement, currently and over the reporting period (i.e., how was the compliance status determined for the requirement?)

Column 3: Any Other Information: List any additional information known that would have bearing on the compliance status that is not otherwise reported.

Column 4: Compliance status: Identify whether compliance was continuous or intermittent.

The definitions of continuous compliance and intermittent compliance are found in WAC 173401-200 and are reproduced here:

- "Continuous compliance" means collection of all monitoring data required by the permit under the data collection frequency required by the permit, with no deviations, and no other information that indicates deviations, except for unavoidable excess emissions or other operating conditions during which compliance is not required. Monitoring data includes information from instrumental (e.g., CEMS, COMS, or parameter monitors) and noninstrumental (e.g., visual observation, inspection, or recordkeeping) forms of monitoring.
- "Intermittent compliance" means any form of compliance other than continuous compliance. A certification of intermittent compliance under WAC 173-401-630(5) shall be filed where the monitoring data and other information available to the facility shows either that there are periods of non-compliance, or periods of time during which the monitoring required by the permit was not performed or recorded.

If intermittent compliance methods are specified in the permit (e.g., daily or weekly monitoring), the facility may claim continuous compliance based upon the results of these methods, provided that the results of such methods are representative of the facility operation during the reporting period and no other reasonably available information contradicts such determination.

Deviation Report Summary (Table 2) Instructions

Table 2 is a summary of all permit deviations that occurred during the reporting period. (Please make as many copies of this page as is needed.)

Column 1: Permit Term or Condition (# and/or Title): List the permit term or condition for which the deviation occurred. Note: Only include terms and conditions in this table for which deviations occurred. More than likely, all permit terms and conditions will not be listed in Table 2, and some terms and conditions may be listed more than once.

Column 2: Date the Report was Submitted: State the date that the deviation report was previously submitted. If the deviation has not been previously reported, place the date of this report in this column. Also include a deviation report for each as yet unreported deviation that might exist.

Column 3: Report description: Identify the method by which the deviation was reported. Was it part of another required report, such as a CEM report, or a part of a required NESHAP report; or was this deviation reported as a stand alone report?

Column 4: Additional information: Provide any additional information on the deviation, such as a written agency determination (if available) on the deviation.

All deviations from permit terms and conditions must be reported in Table 2.

Deviations occur when any permit term or condition is not met, including, but not limited to, terms that establish emission limitations, emission standards, control equipment requirements, work practices requirements, required operating conditions, and those designed to assure compliance with such requirements, such as monitoring, recordkeeping,

and reporting. A deviation may include any of the following. But this is not an exhaustive list: (1) a condition where emissions exceed an emission limitation or standard; (2) a situation where operation of a process or emission control device does not meet a required operating condition or work practice requirement ; (3) a situation in which observations or data collected demonstrate noncompliance with an emission limitation or standard or any work practice or operating condition required by the permit (including indicators of noncompliance revealed through parameter monitoring); (4) a situation in which an exceedance or an excursion, as defined in 40 CFR part 64 (compliance assurance monitoring or CAM), occurs; (5), a situation in which required monitoring of emissions or parameters is not performed; and (6) failure to comply with a permit term that requires submittal of a report. Deviations from permit terms that occurred during startup, shutdown, malfunction, emergency and upset conditions must also be reported in Table 2.

A deviation is not necessarily a violation. The permitting agency will determine if violations occurred based on all the available information.

FORM: Annual Compliance Certification Statement

Facility Name	Permit Number:

Based upon the specific test methods, monitoring recordkeeping and/or reporting required under the facility's Air Operating Permit and any other information reasonably available, I, the undersigned certify to the following for the reporting period beginning, _____, and ending _____:

The facility has been in continuous compliance with all terms and conditions of the facility's Air Operating Permit, except to the extent that Column 4 of Table 1 states that the compliance status is "Intermittent" for the identified permit term or condition.

I am the responsible official as defined in WAC 173-401-200, for this source.

Based upon information and belief formed after reasonable inquiry, I certify that the statements and information in this document and all referenced documents and attachments are true, accurate and complete.

Responsible Official:

Name:	Title:
Signature:	Date:

FORM: Table 2

Permit Number: _____

Name of Facility: _____

Washington Air Operating Permit Deviation Report Summary Table 2^{1[1]} For each deviation from any term or condition, complete the following:

Permit Term or Condition (# and/or Title)	Date the report was submitted	Report description (Briefly describe content. Was deviation previously reported to the agency?)	Additional information (Has agency taken enforcement action, such as issuing an NOV? If yes, discuss.)

^{1[1]} Table 2 must be submitted with the compliance certification. If no deviations have occurred, write "Not Applicable" in the table.