

**DEPARTMENT OF ENVIRONMENTAL  
CONSERVATION**

**Standard Operating Permit Condition VII – Operating  
Reports**

**Permit Condition for Air Quality Permits  
Adopted by Reference in 18 AAC 50.346**

**August 25, 2004**

**Revised May 18, 2016**

## Standard Operating Permit Condition VII – Operating Reports

**Stationary Source Categories This Condition Applies to:** All stationary source types.

The department will use standard permit condition VII in any operating permit unless the department determines that emission unit or stationary source specific conditions more adequately meet the requirements of 18 AAC 50.

**Circumstances where emission unit or stationary source specific conditions more adequately meet 18 AAC 50 include:**

1. reports are needed more frequently than twice a year;
2. activity of the emission unit is seasonal, and different semi-annual periods better fit the facility's operation.

**Permit Wording:**

1. **Operating Reports.** During the life of this permit<sup>1</sup>, the permittee shall submit an operating report by August 1 for the period January 1 to June 30 of the current year and by February 1 for the period July 1 to December 31 of the previous year *<or a revised (e.g. quarterly) schedule may be implemented at the request of the applicant>*.
  - 1.1 The operating report must include all information required to be in operating reports by other conditions of this permit, for the period covered by the report.
  - 1.2 When excess emissions or permit deviations that occurred during the reporting period are not included with the operating report under condition VII.1.1, the permittee shall identify
    - a. the date of the deviation;
    - b. the equipment involved;
    - c. the permit condition affected;
    - d. a description of the excess emissions or permit deviation; and
    - e. any corrective action or preventive measures taken and the date(s) of such actions; or
  - 1.3 when excess emissions or permit deviations have already been reported under condition *<insert standard permit condition concerning excess emissions and permit deviation reports number>*, the permittee shall cite the date or dates of those reports.

---

<sup>1</sup> "Life of this permit" is defined as the permit effective dates, including any periods of reporting obligations that extend beyond the permit effective dates. For example if a permit expires prior to the end of a calendar year, there is still a reporting obligation to provide operating reports for the periods when the permit was in effect.

1.4 The operating report must include, for the period covered by the report, a listing of emissions monitored under condition(s) *<insert applicable condition number(s) from this permit>* which trigger additional testing or monitoring, whether or not the emissions monitored exceed an emission standard. The permittee shall include in the report

- a. the date of the emissions;
- b. the equipment involved;
- c. the permit condition affected; and
- d. the monitoring result which triggered the additional monitoring.

1.5 **Transition from expired to renewed permit.** For the first period of this renewed operating permit, also provide the previous permit's operating report elements covering that partial period immediately preceding the effective date of this renewed permit.

**The following applies to this standard permit condition:**

1. The permit will include condition VII.1.4 only if there are monitoring requirements that could trigger additional monitoring or testing.
2. The reporting schedule may be modified to allow for quarterly reporting as a permittee-specific condition.
3. Condition VII.1.5 should not be used for initial Title V permits.

## STATEMENT OF BASIS FOR THE PERMIT CONDITIONS

The state and federal regulations for each Condition are cited in Operating Permit No. *<Insert Operating Permit Number>*.

### Condition *<insert Condition reference>*, Operating Reports

**Applicability:** Applies to all permits.

**Factual Basis:** The condition restates the requirements for reports listed in regulation. The condition supplements the specific reporting requirements elsewhere in the permit. The reports themselves provide monitoring for compliance with this condition.

*<Include the following paragraph in the Statement of Basis for renewal Title V permits only.>* For renewal permits, the condition specifies that for the transition periods between an expiring permit and a renewal permit the permittee shall ensure that there is date-to-date continuity between the expired permit and the renewal permit such that the permittee reports against the permit terms and conditions of the permit that was in effect during those partial date periods of the transition. No format is specified. The permittee may provide one report accounting for each permit term or condition and the effective permit at that time. Alternatively, the permittee may chose to provide two reports – one accounting for reporting elements of permit terms and conditions from the end date of the previous operating report until the date of expiration of the old permit, and a second operating report accounting for reporting elements of terms and conditions in effect from the effective date of the renewal permit until the end of the reporting period.