APPENDIX B

REPORTING FORMATS

AND INSTRUCTIONS

APPENDIX B-I

DATA ELEMENTS AND FORMATS

APPENDIX B-I

DATA ELEMENTS AND FORMATS REQUIRED FOR
AIR TOXICS "HOT SPOTS" REPORTS (see note 1 at end)

I. FACILITY INFORMATION

COUNTY ID	Number (2)
FACILITY ID	Number (9)
AIR BASIN	Character (3)
DISTRICT ID	Character (3)
INVENTORY YEAR	Number (4)
FACILITY NAME	Character (3~~6~~0)
STREET ADDRESS	Character (3~~6~~0)
CITY	Character (20)
ZIP CODE	Character ~~Number~~ (5)
ZIP CODE EXTENSION	Character ~~Number~~ (4)
CONTACT PERSON	Character (24)
PHONE AREA CODE	Number (3)
PHONE NUMBER	Number (7)
FACILITY SIC CODE	Number (4)
FACILITY NAICS CODE	Character (6)
NUMBER OF EMPLOYEES	Number (5)
UTM ZONE	Number (2)
UTM EAST COORDINATE (~~km~~)	Number (8~~6~~, 2~~3~~ decimal places)
UTM NORTH COORDINATE (~~km~~)	Number (9~~7~~, 2~~3~~ decimal places)
Coordinate System Used	Character (3)
Type of Datum Used	Character (5)
Shape Used for Ellipsoidal Earth	Character (10)
X (East) Coordinate	Number (12, 6 decimal places)
Y (North) Coordinate	Number (14~~2~~, 6 decimal places)

MAILING INFO (if different):

MAILING COMPANY NAME	Character (3~~6~~0)
MAILING STREET ADDRESS	Character (3~~6~~0)
MAILING CITY	Character (20)
MAILING ZIP CODE	Number (5)
MAILING ZIP EXTENSION	Number (4)
MAILING CONTACT PERSON	Character (24)

FACILITY PHASE	Character (2) [OPTIONAL]
P1=Phase 1 Facility	
P2=Phase 2 Facility	
P3=Phase 3 Facility	
INDUSTRYWIDE	Character (1) [OPTIONAL]
Y=Yes, N=No	

NOTE: Include the Authorizing Signature with the Submittal of Data

II. STACK INFORMATION

COUNTY ID	Number (2)
FACILITY ID	Number (9)
AIR BASIN	Character (3)
DISTRICT ID	Character (3)
INVENTORY YEAR	Number (4)
ACTION CODE	Character (1)
A=Add, D=Delete, C=Change	
STACK ID	Number (6~~5~~)
STACK UTM EAST (m)	Number (8~~6~~,~~-~~ 2 ~~3~~ decimal places)
STACK UTM NORTH (m)	Number (9~~7~~, ~~-~~2~~3~~ decimal places)
Coordinate System Used	Character (3)
Type of Datum Used	Character (5)
Shape Used for Ellipsoidal Earth	Character (10)
X (East) Coordinate	Number (12, 6 decimal places)
Y (North) Coordinate	Number (14~~2~~, 6 decimal places)
STACK HEIGHT	Number (4)
STACK DIAMETER (in feet)	Number (4, 1 decimal place)
GAS TEMPERATURE (in deg F)	Number (4)
GAS FLOW RATE (in cfm)	Number (8)
GAS VELOCITY (in ft/min)	Number (6)

NOTE: Include the Authorizing Signature With the Submittal of Data

III. DEVICE INFORMATION

COUNTY ID	Number (2)
FACILITY ID	Number (9)
AIR BASIN	Character (3)
DISTRICT ID	Character (3)
INVENTORY YEAR	Number (4)
ACTION CODE A=Add, D=Delete, C=Change	Character (1)
DEVICE ID	Number (6~~5~~)
DEVICE NAME	Character (~~2~~40)
PERMIT ID	Character (~~16~~32) [OPTIONAL]
NUMBER OF DEVICES	Number (5)
Device Output Capacity in Megawatts (Power generation only)	Number (10~~6~~, 3~~2~~ decimal places)

NOTE: Include the Authorizing Signature With the Submittal of Data

IV. PROCESS INFORMATION

COUNTY ID   Number (2)
FACILITY ID   Number (9)
AIR BASIN   Character (3)
DISTRICT ID   Character (3)
DEVICE ID   Number (6)
INVENTORY YEAR   Number (4)

ACTION CODE   Character (1)
   A=Add, D=Delete, C=Change

PROCESS ID   Number (14)
* PROCESS DESCRIPTION   Character (40)
SCC   Number (8)
SIC   Number (4)
NAICS   Character (6)
* PROCESS RATE   Number (Width limit 11)
* MAXIMUM HOURLY PR. RATE   Number (Width limit 9)
Process Rate Output in Megawatt-   Number (10~~8~~, 2 decimal places)
   hour (Power generation only)
Heat Content of Fuel used (in   Number (8, 3 decimal places)
   million BTU per SCC unit)
Ash Content of Fuel Used   Number (4, 2 decimal places)
   (weight percent)

STACK ID (corresponding   Number (6)
   to this process)
** CONFIDENTIAL FLAG   Character (1)

HOURS PER DAY   Number (2)
DAYS PER WEEK   Number (2)
WEEKS PER YEAR   Number (2)

YEAR OF ESTIMATE   Number (4)

DISTRICT PRO_ID1   Character (~~16~~40) [OPTIONAL DISTRICT USE ONLY]
DISTRICT PRO_ID2   Character (~~8~~40) [OPTIONAL DISTRICT USE ONLY]

Relative Monthly Throughput: (Percent range: 0 - 100.0%)
JANUARY   Number (4, 1 decimal place)
FEBRUARY   Number (4, 1 decimal place)
MARCH   Number (4, 1 decimal place)
APRIL   Number (4, 1 decimal place)
MAY   Number (4, 1 decimal place)
JUNE   Number (4, 1 decimal place)
JULY   Number (4, 1 decimal place)
AUGUST   Number (4, 1 decimal place)
SEPTEMBER   Number (4, 1 decimal place)
OCTOBER   Number (4, 1 decimal place)
NOVEMBER   Number (4, 1 decimal place)
DECEMBER   Number (4, 1 decimal place)

NOTE: Include the Authorizing Signature With the Submittal of Data

V. EMISSION INFORMATION

COUNTY ID	Number (2)
FACILITY ID	Number (9)
AIR BASIN	Character (3)
DISTRICT ID	Character (3)
DEVICE ID	Number (6~~5~~)
PROCESS ID	Number (14)
INVENTORY YEAR	Number(4)
ACTION CODE	Character (1)
A=Add, D=Delete, C=Change	
POLLUTANT ID	Number (9)
POLLUTANT ABBREV. NAME	Character (15)

*   UNCONTROLLED EMISSION
     FACTOR   Number (Width limit 10)

CONTROL DEVICE - PRIMARY	Number (3)
CONTROL DEVICE - SECONDARY	Number (3)
CONTROL EFFICIENCY	Number (4, 1 decimal place)
* EMISSION FACTOR	Number (Width limit 10)

ANNUAL EMISSIONS (in lbs/yr)   Number (Width limit 14)
  (except radionuclides in Curies/yr)

MAXIMUM HOURLY EMISSIONS   Number (Width limit 10)
   (in lbs/hr)
   (except radionuclides in milliCuries/hr)
* METHOD OF ESTIMATION   Number (2)

NOTE: Include the Authorizing Signature With the Submittal of Data

VI. SUPPLEMENTAL USE AND PRODUCTION (S-UP) INFORMATION

COUNTY ID	Number (2)
FACILITY ID	Number (9)
AIR BASIN	Character (3)
DISTRICT ID	Character (3)
INVENTORY YEAR	Number (4)
ACTION CODE A=Add, D=Delete, C=Change	Character (1)
POLLUTANT ID	Number (9)
POLLUTANT ABBREV. NAME	Character (15)
USED Y=Yes, N=No	Character (1)
PRODUCED Y=Yes, N=No	Character (1)
OTHERWISE PRESENT Y=Yes, N=No	Character (1)
HOW PRESENT	Character (39)

NOTE: Include the Authorizing Signature With the Submittal of Data

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NOTES TO APPENDIX B-I:

NOTE 1: The reporting forms in Appendix B-II contain data fields for reporting each of the required data elements listed in Appendix B-I. The list of elements in Appendix B-I defines what data elements are required to be reported and in what format (e.g., numeric, character, what length).

For additional guidelines on data requirements and formatting, see the CEIDARS Data Dictionary which is incorporated by reference in Appendix G, and at: http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf.

NOTES REGARDING CONFIDENTIAL/TRADE SECRET DATA DESIGNATION:

* The data elements preceded by an asterisk are automatically protected as confidential when the CONFIDENTIAL field on the Process Information form (or other approved data submittal form) is filled in with a "Y", as discussed below.

** The CONFIDENTIAL data field on the Process Information ~~form or~~ submittal should be filled in with a "Y" (for Yes) to designate a claim of confidential trade secret data for a specific device and process. When the CONFIDENTIAL data field is "Y", then the data fields marked with an asterisk (*) on the Process Information and Emission Information submittals are protected as trade secret data under the provisions of Health and Safety Code section 44346. These data fields are "necessary data to calculate emissions" and are the only data which may be designated as trade secret. (See also section VII.B., VII.C.(3)(c), and the instructions in Appendix B-II.)