

VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT

RULE 24 - SOURCE RECORDKEEPING, REPORTING AND EMISSION STATEMENTS

(Adopted 10/31/72, Renumbered 11/21/78, Revised and Renamed 9/15/92)

A. Source Recordkeeping and Reporting

The owner or operator of any stationary source shall maintain records which will disclose the nature and amounts of emissions from such source and any other information as may be deemed necessary by the Air Pollution Control Officer (APCO) to determine whether such source is in compliance with applicable federal, state and District laws, rules, regulations, orders, and permit conditions including permitted emissions. Records to determine compliance with annual permitted emissions shall be maintained on a monthly basis.

All records shall be retained for at least two years and shall be made available to the APCO upon request.

B. Process Rate Information Forms

Upon request by the APCO, the owner or operator of any stationary source shall complete and submit a Process Rate Information form to the APCO. This Process Rate Information form shall be submitted to the APCO on forms or format as furnished or approved by the APCO. Reporting periods for Process Rate Information forms shall be based on emission inventory years as specified by the APCO. Copies of Process Rate Information forms shall be retained by the owner or operator for two years after the date on which such forms are submitted.

C. Emission Statements

The owner or operator of any stationary source that emits or may emit nitrogen oxides or reactive organic compounds shall provide the Air Pollution Control Officer (APCO) with a written statement showing actual emissions of nitrogen oxides and reactive organic compounds from such stationary source. At a minimum the emission statement shall contain all of the information contained in the Air Resources Board's Emission Inventory Turn Around Document as described in the most recent version of "Instruction for the Emission Data System Review and Update Report". The emission statement shall contain emission data for the emission inventory year specified by the APCO. The emission statement shall be certified by a company or agency official of such source and shall state that the information contained in the emission statement is accurate to the best knowledge of the individual certifying the statement. The first emission statement shall cover the calendar year of 1992 and shall be submitted to the APCO no later than November 1, 1993. Emissions statements shall be submitted annually thereafter.

The owner or operator of any stationary source subject to this Section may comply with the provisions of this Section by satisfying the following requirements:

1. The owner or operator shall return an annual Process Rate Information form to the APCO. This form shall be certified by a company or agency official of such source and shall state that the information contained in the form is accurate to the best knowledge of the individual certifying the statement.
2. The owner or operator shall return an emission statement to the APCO. This emission statement shall be provided to the owner or operator of such source by the District and the estimated actual emissions contained in the statement shall be calculated by the District based on the data provided in the Process Rate Information form. This emission statement shall be certified by a company or agency official of such source and shall state that the information contained in the emission statement is accurate to the best knowledge of the individual certifying the statement.

The APCO may waive the requirements of this Section for any class or category of stationary sources which emit less than 25 tons per year of nitrogen oxides and less than 25 tons per year of reactive organic compounds if the District provides the Air Resources Board with an inventory of sources emitting more than 10 tons per year of either nitrogen oxides or reactive organic compounds based on the use of emission factors acceptable to the Air Resources Board.

D. Definitions

For the purposes of this rule the following definitions shall apply:

1. "Company or Agency": Any self-employed individual, trust, firm, joint stock company, corporation, partnership, association or government agency. This term includes for-profit, not-for-profit and non-profit enterprises.
2. "Company or Agency Official": The highest ranking employee of a company or agency stationary source: 1) having knowledge of and responsibility for equipment emitting nitrogen oxides or reactive organic compounds at such source and 2) duly authorized by such company or agency to prepare and maintain records of emissions from such equipment.