



# Initial Reporting Form ENF-32A for Breakdowns

Ventura County Air Pollution Control District  
4567 Telephone Road, 2nd Floor  
Ventura, CA 93003

## ELECTRONIC SUBMITTAL ONLY

To notify the District of a breakdown condition, at minimum complete Section I, Section III and Section V of this form. Complete Section II and Section IV to the best of your ability. Fill out this form electronically and submit through email to [notifications@vcapcd.org](mailto:notifications@vcapcd.org). Attach supporting documentation or photographs, if available to the email. Breakdown relief is only available for up to 24 hours, or until the end of the production run, whichever is sooner. Breakdown relief for continuous monitoring equipment is available for up to 96 hours. If a longer time period is needed, the owner or operator, in lieu of a shut down, can request the Air Pollution Control Hearing Board to grant an emergency variance. Email [michelle@vcapcd.org](mailto:michelle@vcapcd.org) for variance information.

I. Source Information			
Company Name			
Facility Name		Facility (Permit) Number	

II. Initial Breakdown Description

III. Affected Equipment and Violation Type	
If Continuous Monitoring Equipment Breakdown, Check Here	If breakdown was due to grid power loss, Check Here
List All Rules Violated	
List All Permit Conditions Violated	

IV. Breakdown Chronology			
		(mm/dd/yyyy)	(00:00 - 23:59 hours)
When Did the Breakdown Start? (i.e when did equipment failure)	Date:		Time:
When Was The Breakdown Discovered?	Date:		Time:
When Did The Breakdown End?	Date:		Time:
Duration of Breakdown	Hours:		Minutes:

I understand that if the breakdown condition lasts longer than 24 hours (or 96 hours for continuous monitoring equipment), per Rule 32 breakdown protection will be denied\*.

\*If a breakdown condition persists for longer than 24 (or 96 for CEMS) hours, continued operation of the equipment may be subject to enforcement action.

## Initial Reporting Form ENF-32A for Breakdowns

V. Additional Details	
Report Filed by	<input type="text"/>
Job Title or Position of Person Filing Form	<input type="text"/>
Telephone Number of Person Filing Form	<input type="text"/>
Email address of Person Filing Form	<input type="text"/>
Date of Report (mm/dd/yyyy)	<input type="text"/>
Signature	<input type="text"/>

**\*THIS IS NOT A FINAL BREAKDOWN FORM.**

To complete the breakdown process and obtain relief from enforcement action, you must submit a completed Final Breakdown Form (ENF-32B) within 1 week of the end of the breakdown. Submittal of a final breakdown report does not guarantee breakdown protection for the violation. Report submittal extensions may be granted for good cause, contact [ed@vcapcd.org](mailto:ed@vcapcd.org) for extension requests. Failure to submit a final breakdown report within 1 week of the end of the breakdown without an approved extension will void any breakdown protection granted and subject the violation to enforcement action.