

**NON-TITLE V PERMIT APPLICATION INSTRUCTIONS
EMISSION POINT DESCRIPTION FORM (APC 101)**

This form should be completed for each stack or other clearly defined point of pollutant emissions within the source.

1. Use the same name as from the Facility Identification form (APC 100). The right-hand portions of the first two lines are intended for APC Division use only.
2. The process Emission Source Number should be the same as entered in Item 9 of the APC 100. The Flow Diagram Point number should be a code that will reference the emission point in question to the process flow diagram accompanying this application.
3. Brief description of the emission source and/or equipment being permitted.
4. Enter operating parameters relating to stack emissions or exhaust points (hoods, exhaust fans, etc.).
5. Emission estimates for each pollutant emitted from this point should be based on stack sampling results or engineering calculations. In certain cases, other estimates may be accepted. Average emissions (lbs./hr.) should be representative of the following:
 - a. For continuous or long-run, steady-state, operations it is the total weight of pollutant emitted to the atmosphere for the entire period of continuous operation or for a typical portion thereof divided by the number of hours of such period or portion thereof.
 - b. For cyclical or batch type operation, it is the total weight of the pollutant emitted to the atmosphere for a period which covers a complete or an integral number of cycles divided by the hours of actual process operation during such periods.

Maximum emissions (lbs./hr.) should be determined by dividing the total highest emissions possible during any 3 hour period with control equipment working properly, by 3. This will be dependent upon such things, either singly or in combination, as maximum possible operating rate, a particular input material, product, or fuel which may result in increased emissions; periods of highest emissions for cyclical or batch type operations, etc. Concentrations should be determined for stack emissions only and should reflect average exit gas concentrations reported in the units specified on the Emission Point Description form (APC 101).

Emission estimation method code and control device descriptions, along with corresponding codes, can be found on the back of the Emission Point Description form (APC 101). The codes which most accurately describe the estimation methods and control equipment should be used; along with the estimated control equipment efficiency for each pollutant present. Any estimation methods of control devices other than those listed in the tables should be described in the comments (Item 8).

Some hazardous air pollutants (HAPs) are considered both a HAP and an organic compound. Include these HAPs when determining organic compound totals. If necessary, additional HAPs can be listed in the Other (specify) areas or attached as an additional sheet.

- 6 & 7.** If there is a monitoring device associated with the emission source, indicate what type or include a description in the comment box.
8. Include a description and the operating parameters of any control devices. Examples include bag house pressure drop, scrubber flow rate and pH of flow, temperature of thermal oxidizer, how often fabric filters are changed, etc. Typically this information can be found in the operating manual for the control device.