



IOWA DEPARTMENT OF NATURAL RESOURCES

LEADING IOWANS IN CARING FOR OUR NATURAL RESOURCES

Title V Emission Inventory Training



Completing the EIQ

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Completing the EIQ

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Training Purpose

- The purpose of this training is to show you how you can use SPARS Web to create, complete, review, sign and submit an electronic copy of your facility's 2014 Title V Emissions Inventory Questionnaire (EIQ).
- Also needed: Title V specific [instructions](#) and [technical guidance](#) materials (follow links).



SPARS Website Information

- SPARS Website Location:

<http://www.iowadnr.gov/InsideDNR/RegulatoryAir/SPARS.aspx>

- SPARS Overview (basic information and uses)
- Access SPARS (system requirements and web link to the SPARS database)
- Generate Reports (access your own emissions data submitted on TV Form 4.0)
- Help & Info ([instruction manuals](#), [guidance](#), forms, mailing list, webinar materials)
- Contact Information (SPARS HelpDesk 515-725-9523)



Accessing SPARS Web

- Requesting SPARS Access and User Role
 - Facility Administrator
 - Responsible Official
 - Facility Consultant

Forms are found on the SPARS Help & Info [Website](#)

- Secure Email setup instructions are found at this website.
- Title V EIQ SPARS Web Manual at Help and Info Website.



What are we going to cover?

- The Inventory submittal process
- The Application Query Tool
- The most common database error
- Preparing to complete your inventory
- Creating, completing, reviewing, signing and submitting your inventory using SPARS Web





The Inventory Submittal Process

SPARS TV EIQ User Manual

- Update the facility's site information (quick review). Chapter 6, pages 36-49
- Create a 2014 EIQ (new or from previous year). Chapter 8, pages 53 - 58
- Completing the Inventory data entry. Chapter 9, pages 59 - 93
- Reviewing the Inventory for accuracy and completeness (Print Preview). Chapter 10, pages 94 - 96
- Signing and submitting the Inventory by the Responsible Official. Chapter 11, pages 97 - 100



The Application Query Tool

- A SPARS database window, which allows the user to access, view, create, edit, delete, and submit applications and emission inventories.
- To access the Application Query Tool, do the following:
 - 1. Access SPARS Web and sign in.
 - 2. Click the Quick Navigation Tool button (the hand).

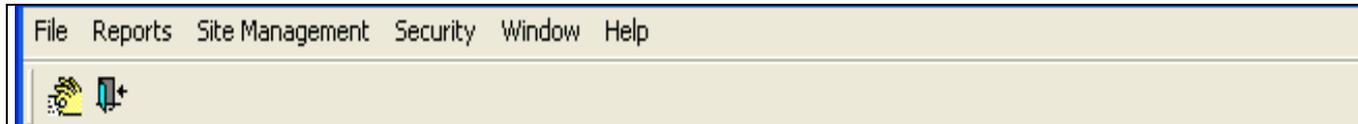


Figure 7.1 – The Hand (Quick Navigation Tool Button)

- 3. The Application Query Tool opens:



Site ID:	<input type="text"/>	Site Name:	<input type="text"/>
EIQ No:	<input type="text"/>	City:	<input type="text"/>
Permit No:	<input type="text"/>	County:	<input type="text"/>
Facility ID:	<input type="text"/>	Project No:	<input type="text"/>

And Or

Hint: Use a "%" with the information to find items which are similar to what you typed (ie. Facility%)

All Applications/Questionnaires

Operating Applications	Part 2 Applications	Title V Questionnaires	Minor Source Questionnaires	Construction Applications
Create Operating App	Create Part 2 App	Create Title V EIQ	Create Minor Source EIQ	Create Construction App

Step 4 - Select either the "Site Name" or "Site ID" when querying in the Application Query Tool. It is recommended to always use the



SPARS Web : Application Query Tool

Site ID: [] Site Name: SPARS TITLE V TRAINING SITE
EIQ No: [] City: []
Permit No: [] County: []
Facility ID: [] Project No: [] And Or

Hint: Use a "%" with the information to find items which are similar to what you typed (ie. Facility%)

All Applications/Questionnaires

Operating Applications	Part 2 Applications	Title V Questionnaires	Minor Source Questionnaires	Construction Applications
Create Operating App	Create Part 2 App	Create Title V EIQ	Create Minor Source EIQ	Create Construction App

Site ID	Site Name	EIQ No	Year	Sub Date	App Type	Phase Code
100000034866	SPARS TITLE V TRAINING SITE	92-0001	2008	15-Mar-2009	INITIAL	INITIAL

Refresh List Clear Query Edit Application Delete Application Submit To AQB Cancel

The "Title V Questionnaires" button is grayed out, because this information is being displayed on this window

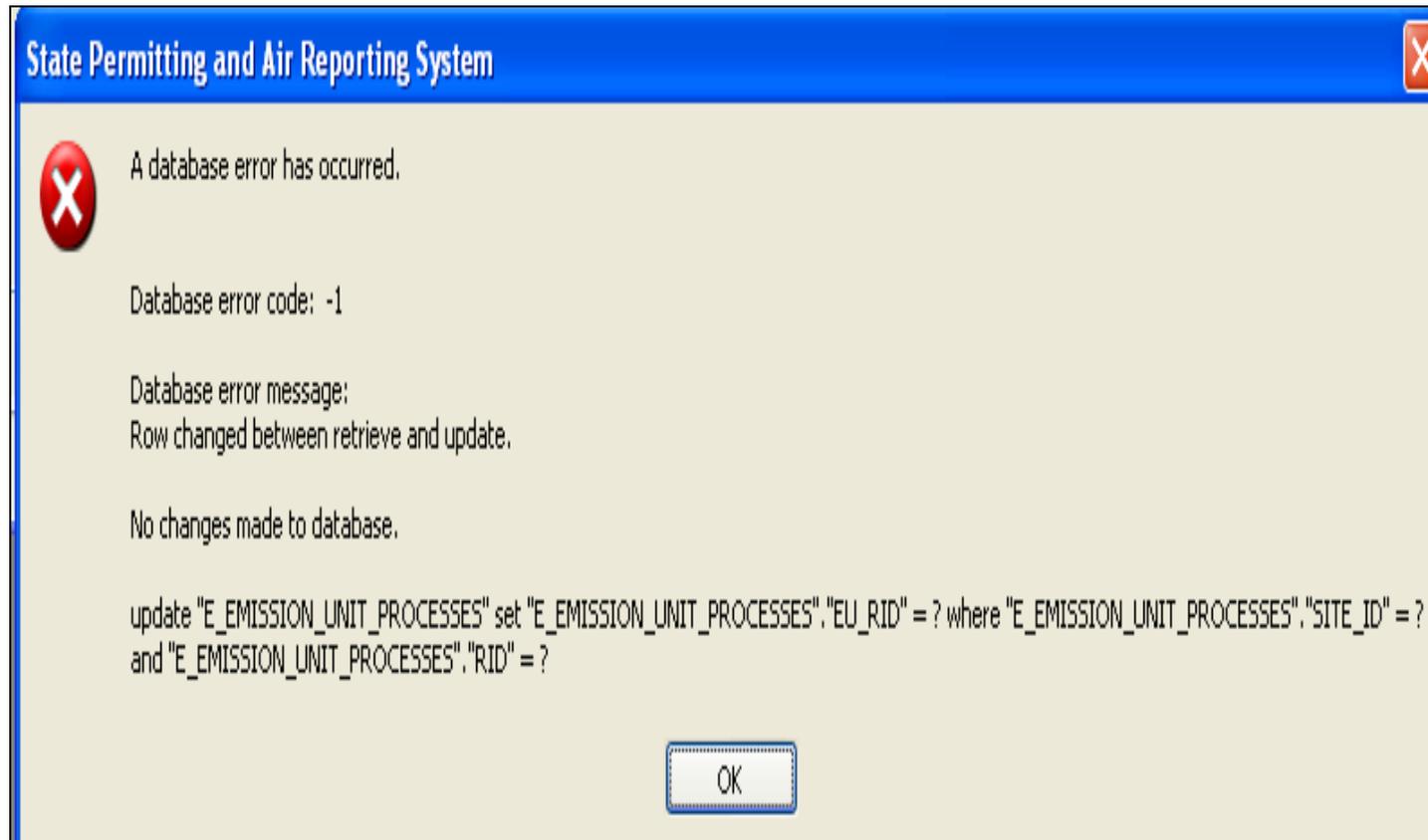
Since this inventory is in the INITIAL Phase, SPARS will not allow you to edit or delete it. If you open this inventory and attempt to see the information that it contains without using print-preview (see Chapter 10), a database error will occur and you will be disconnected from the database.

Click this button to create a Title V Emissions Inventory.



The most common database error messages

- Beans and database error messages:





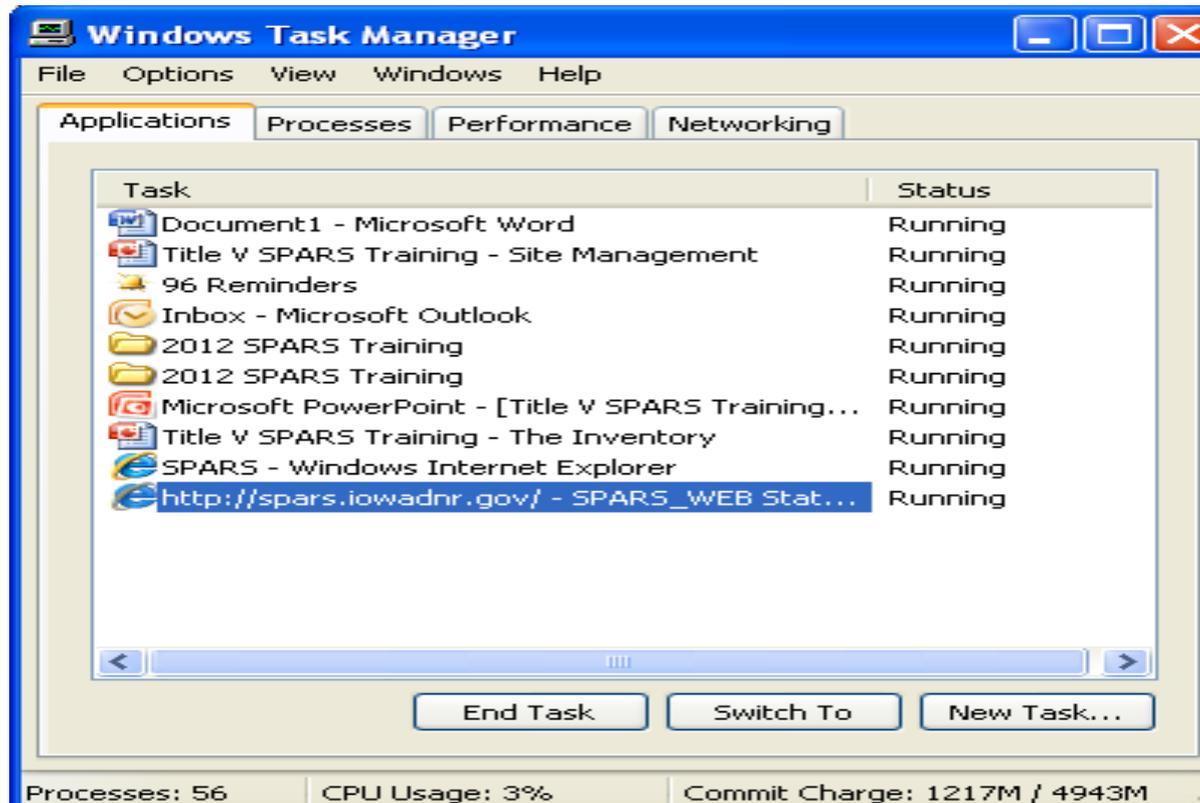
The most common database error messages





Fixing the error messages

- Open Task Manager, select End Task





Preparing to Complete your Inventory

- Get a copy of the last inventory that your facility submitted for review.
- Gather information for the 2014 Operating year including:
 - Total raw material amounts.
 - Actual operating rates and schedule for each unit.
 - SCCs, emission factors, emission factor source, ash or sulfur %, and control efficiency for sources not included in your previous inventory.
 - Corrections to previously submitted SCCs, emission factors, materials, etc.
 - Calculations to be entered into Form CA-01 or attached as documents, and any other electronic documents to be attached to Form 1.0 of your new inventory.



Your Title V Emission Inventory Let's get started...

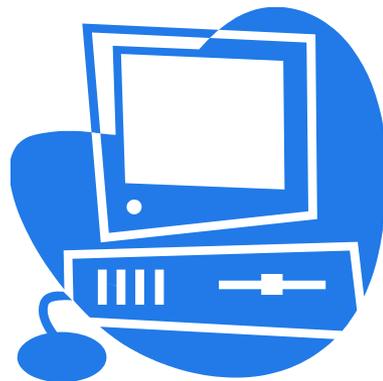
[Title V Emission
Inventory Manual](#) for
SPARS Web is located
on the Help &
Information webpage.



Logging in....

Documentation of Calculations on CA-01 for Form 3.0 and 4.0

- If it is straight forward, use Form 3.0 and Form 4.0.
- If not straight forward, show calculations on a Form CA-01.



Example Calculation

Actual Emission of PM for a Natural Gas Fired Boiler:

$$(7.6 \text{ lbs/MMCF N.G. burned}) \times (6.55 \text{ MMCF/year annual throughput}) \times (1 \text{ ton}/2000 \text{ lbs.}) = 0.025 \text{ TPY PM}$$



Plant-wide (Bubble Limits)

- For a given pollutant:
 - Show the total emissions on one Form 3.0 & 4.0.
 - Subsequent forms enter “See EU XX”
- Avoid dividing emissions among separate forms.
- Avoid possibility of double counting.



Preventing Double Counting

Subtract HAPs which are included in the VOC and PM10 totals on Form 5.0.

To do this:

- Add all individual pollutants that are VOC HAPs.
- Right click under **Pollutant** and add “VOC HAP TOTAL.”
- Enter total VOC HAP as negative number.
- Save update.
- PM HAPs handled the same way.



Form 5.0

1.0 - Facility Information | Emission Points | 4.0 - Actual Emissions | **5.0 - Fee Summary** | Part 3

(a) and (b) TONS OF AIR CONTAMINANTS ACTUALLY EMITTED IN: 2008 Update Totals from 4.0

Pollutant	Actual Emissions (tons/year)
AMMONIA	0.71
ETHYLBENZENE	0.06
TOLUENE	0.07
HEXANE	0.29
XYLENE (MIXED ISOMERS)	0.36
FORMALDEHYDE	0.03
NAPHTHALENE	0.06
CUMENE	0.06
VOC HAP TOTAL	-0.93
Facility Actual Emission Totals:	
	95.11

Submission Type | **Actual Emissions** | Fee Due | Calculations | Attachments

Subtracting VOC HAPs.

Contacts

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