



**WELCOME**



# Title V Emissions Inventory SPARS Training – The Inventory

January 2013

# SPARS Training - Hosts

- Jason Dowie – SPARS Helpdesk
- Rachel Quill (Webinar Panelist) – Former SPARS Administrator
- Kevin Connolly – New SPARS Administrator



# SPARS Training - SPARS Website



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- **SPARS Website:**

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

- SPARS Overview
  - Access SPARS (web link to the SPARS database)
  - Reports
  - Help and Info



# SPARS Training - Accessing SPARS Web

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- Requesting SPARS Access
  - Facility Administrator
  - Responsible Official
- SPARS Forms may be found at  
<http://www.iowadnr.gov/InsideDNR/RegulatoryAir/SPARS/HelpInfo.aspx>



# SPARS Training - Purpose

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The purpose of this training is to show you how you can use SPARS to create, complete, review, sign, and submit an electronic copy of your facility's Title V emissions inventory.

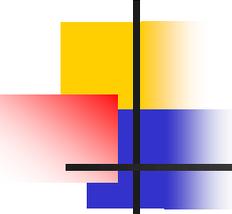


# SPARS Training - What are we going to cover?

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- 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



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- Updating the facility's site information (*Chapter 6*)
- Creating the inventory (*Chapter 8*)
- Completing the inventory (*Chapter 9*)
- Reviewing the inventory (*Chapter 10*)
- Signing and submitting the inventory (*Chapter 11*)



# The Application Query Tool

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A SPARS database window, which allows the user to access, view, create, edit, delete, and submit applications and inventories.



Site ID:  Site Name:   
 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

Refresh List

Clear Query

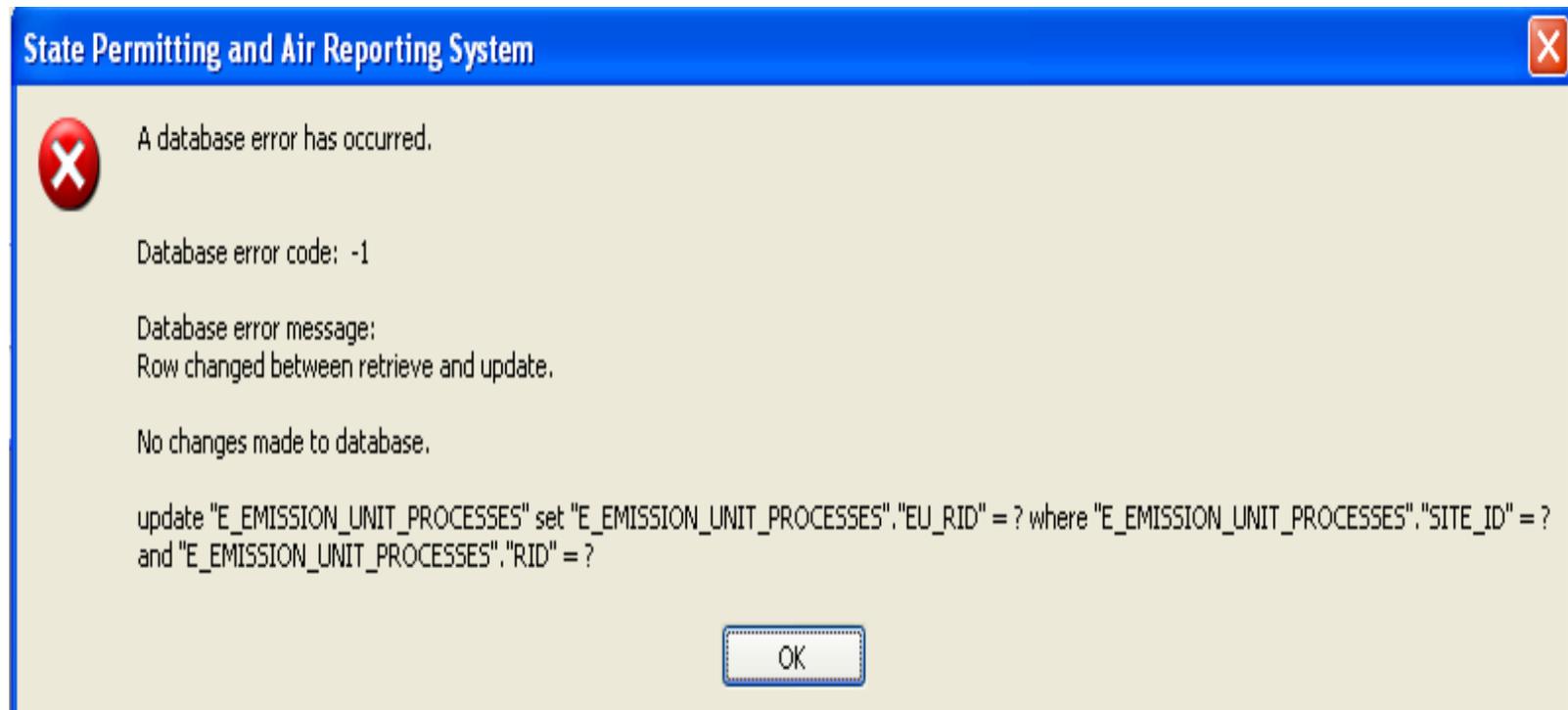
Edit Application

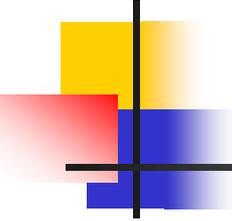
Delete Application

Submit To AQB

Cancel

# The most common database error



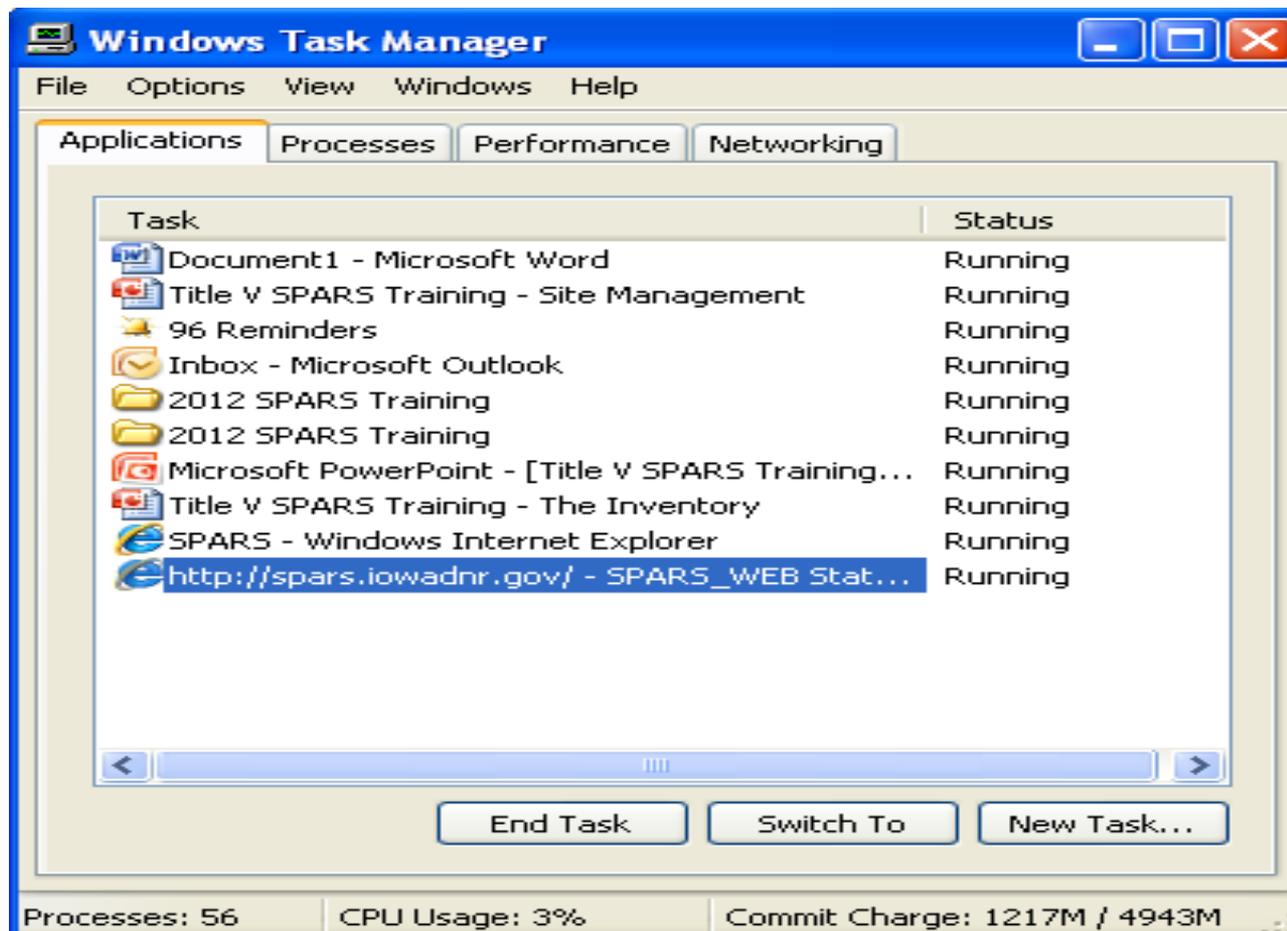


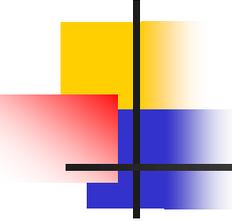
# You are not authorized....

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# End Task





# Preparing to complete your inventory

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- Get a copy of the last inventory that your facility submitted
- Total raw material amounts.
- Actual operating rates and schedule for each unit.
- SCCs, emission factors, emission factor source, ash or sulfur %, and control efficiency not included in your previous inventory.
- Corrections to previously submitted SCCs, emission factors, etc.
- Calculations to be entered into Form CA-01.
- Electronic documents to be attached to your new inventory.

# SPARS Training - Let's get started....

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## Logging in

