



Iowa DNR - Air Quality Bureau  
Iowa EASY Air  
Facility Equipment Status Change Form



**1) Facility Information**

\*Facility Name: \_\_\_\_\_ \*Facility Number: \_\_\_\_\_ \*Date: \_\_\_\_\_

**2) Emission Point Identification Information – Type of Equipment Change**

\*EP ID: \_\_\_\_\_ \*Description: \_\_\_\_\_ \*EP Permit #: \_\_\_\_\_  
 EP Permanently Shut Down?  Permit Rescinded Date: \_\_\_\_\_  
 EP Re-Permitted to Existing/New CE  CE ID: \_\_\_\_\_ New Permit #: \_\_\_\_\_  
 EP Re-Permitted to Existing/New EU  EU ID: \_\_\_\_\_ New Permit #: \_\_\_\_\_  
 Other EP Change: \_\_\_\_\_

**3) Control Equipment Identification Information – Associated with EP Number:**

CE ID: \_\_\_\_\_ Description: \_\_\_\_\_  
 CE ID: \_\_\_\_\_ Description: \_\_\_\_\_  
 CE ID: \_\_\_\_\_ Description: \_\_\_\_\_  
 CE Permanently Shut Down?  Operation End Date: \_\_\_\_\_ Multiple CE Shut Down?   
 CE Re-Permitted to Existing/New EP  EP ID: \_\_\_\_\_ New Permit #: \_\_\_\_\_  
 CE Re-Permitted to Existing/New EU  EU ID: \_\_\_\_\_ New Permit #: \_\_\_\_\_  
 Other CE Change: \_\_\_\_\_

**4) Emission Unit Identification Information – Associated with EP Number:**

EU ID: \_\_\_\_\_ Description: \_\_\_\_\_  
 EU ID: \_\_\_\_\_ Description: \_\_\_\_\_  
 EU ID: \_\_\_\_\_ Description: \_\_\_\_\_  
 EU Permanently Shut Down?  Operation End Date: \_\_\_\_\_ Multiple EU Shut Down?   
 EU Re-Permitted to Existing/New EP  EP ID: \_\_\_\_\_ New Permit #: \_\_\_\_\_  
 EU Re-Permitted to Existing/New EU  CE ID: \_\_\_\_\_ New Permit #: \_\_\_\_\_  
 Other EU Change: \_\_\_\_\_

**5) Comments – Add additional information regarding Equipment Status Changes**

**RECORDS CENTER ONLY**

Plant Number: \_\_\_\_\_ Request Completion Date: \_\_\_\_\_ Completed By: \_\_\_\_\_



Iowa DNR - Air Quality Bureau  
Iowa EASY Air  
Facility Equipment Status Change Form



### Form Instructions

This form is used to request the following:

- Identify Emission (Release) Points (EP ID) & Associated Equipment Affected by an Emission Point Permit Rescission.

### How to complete this form:

**Navigation:** Use the Tab or Down Arrow key to move through the fields. Items marked with a \* are required.

**Section 1)** Enter the Facility Information shown for \*Facility Name, \*Facility Number and \*Date of your request.

**Section 2)** Enter the \*Emission Point ID (EP ID) Number, Description and current \*Permit Number.

- Identify if the Permit was rescinded and the Emission (Release) Point was shut down. Check the box for “Yes”, then enter the Permit Rescinded Date and move to Section 3. If the EP was not Shut Down, continue with Section 2.
- Identify if the existing EP was re-permitted to an existing or new Control Equipment (CE) or Emission Unit (EU) by checking the applicable box. If the checkbox is checked, enter the equipment ID and the new Permit Number.
- If there was a change in equipment not shown, or if the EP was re-permitted to multiple CE or EU, use the “Other EP Change” field to document the change. Use Section 5 for additional comments.

**Section 3)** Enter the Control Equipment (CE ID) Number and Description if one or more control devices are impacted by the change in the Emission Point (EP) Status.

- Identify if the Control Equipment (CE) Device was Shut Down. Check the box for “Yes”, then enter the Operation End Date and move to Section 4. If Multiple CE Devices were shut down, check the box for “Yes”, then enter additional information in Section 5.
- Identify if the CE Device was re-permitted to an existing or new EP or Emission Unit (EU) by checking the applicable box. If the checkbox is checked, enter the equipment ID and the new Permit Number.
- If there was a change in equipment not shown, or if the CE was re-permitted to multiple EP or EU, use the “Other EP Change” field to document the change. Use Section 5 for additional comments.

**Section 4)** Enter the Emission Unit (EU ID) Number and Description if one or more emission units are impacted by the change in the Emission Point (EP) Status.

- Identify if the Emission Unit (EU ID) was Shut Down. Check the box for “Yes” and enter the Operation End Date and move to Section 5. If Multiple EUs were shut down, check the box for “Yes”, then enter additional information in Section 5.
- Identify if the EU was re-permitted to an existing or new EP or CE by checking the applicable box. If the checkbox is checked, enter the equipment ID and the new Permit Number.
- If there was a change in equipment not shown, or if the CE was re-permitted to multiple EP or EU, use the “Other EP Change” field to document the change. Use Section 5 for additional comments.

**Section 5)** User this section to add any additional information regarding Equipment Status Changes and if space is needed to complete Sections 2), 3) or 4).

### How to handle this form:

1. Complete this form electronically (*no hard copies*).
2. E-mail the completed form to: **Iowa EASY Air Help Desk** ([easyair@dnr.iowa.gov](mailto:easyair@dnr.iowa.gov)).
3. On the e-mail subject line, indicate the type of equipment change requested.
4. E-mail questions regarding the status of your request to the email address above.