

Appendix A – Letter and Questionnaire

Message to SLT contacts for point sources

Dear Emissions Inventory Professional,

As part of the E-Enterprise Combined Air Emissions Reporting (CAER) project, we are seeking information regarding what data sources and flows states, locals, and tribes (SLTs) use for obtaining and updating facility inventory information for their respective emission inventories.

We would appreciate it if you could respond to this survey by Monday, April 18.

[State, Local, Tribal Facility Inventory Data Research Survey](#)

The questionnaire is designed based on the new EIS Consolidated Emissions Reporting Schema (CERS v2.0). The questionnaire uses a multiple-choice format to reduce your responding time. However, if the choices do not represent your situation, detailed descriptions are more than welcome.

Please contact Chun Yi Wu at chun.yi.wu@state.mn.us if you have questions or would like to provide additional information or attachments to go along with the information you include in the survey.

CAER Background:

The CAER project seeks to streamline multiple emissions reporting processes. Currently, the environmental agencies in Georgia, Washington D.C., and Pima County AZ, use the CAER System (CAERS) to report emissions inventory data, and additional states are in the process of onboarding onto the CAERS platform.

One of the CAER project's goals is to allow various SLTs, if they so choose, to use CAERS to report their emissions inventory data through different tracks depending on whether they would like to keep their current SLT reporting systems in part or in whole. We want to learn where and how SLTs gather information with a focus on facility data.

Feel free to reach out with any questions.

Thank you,

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Questions for Facility Inventory Data

This questionnaire is designed based on the new EIS Consolidated Emissions Reporting Schema (CERS v2.0). Questions 1 and 2 are intended to collect overall information. Questions 3 to 12 are related to contents specified in the CERS 2.0 staging tables (Attachment: facility_staging_requirements.xlsx). Each tab in the attached spreadsheet specifies corresponding question. You may refer the attachment for the clarification of questions. If the choices in questions do not represent your situation, detailed descriptions are more than welcome.

1. What kind of point source facility categories do you collect in your state, local, tribal authority Emissions Inventory (check all applicable)?

- a. Type of facilities (check all that apply)
 - Title V
 - Other permit (minors, synthetic minor, etc..)
 - Non-permitted
- b. Number of total facilities (approximately)
- c. Number of total facilities to NEI every third year
- d. Additional information

2. This question is concerned with how data are obtained. Which of the following techniques does your EI use (check all applicable) for creating and updating facility inventory data (e.g., NAICS or Emission Unit)?

- | | YES | NO |
|--|--------------------------|--------------------------|
| a. The EI system is part of an integrated/within state database used by other programs (e.g., permitting, compliance, state master DB) | <input type="checkbox"/> | <input type="checkbox"/> |
| b. The EI system is a unique application/database linked to other state database(s) | <input type="checkbox"/> | <input type="checkbox"/> |
| c. EI system shares certain tables with state database(s) for other programs | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Snapshot sync with state database for other programs | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Manually created and updated by EI staff | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Reported by facility operator (e.g., stack parameters) | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Other, explain | | |

The following questions are concerned about from where you obtain data.

3. Does your SLT EI obtain **facility site** data from any of the following information resources (check all applicable)?

	YES	NO
a. State permitting program	<input type="checkbox"/>	<input type="checkbox"/>
b. State compliance program	<input type="checkbox"/>	<input type="checkbox"/>
c. State master database	<input type="checkbox"/>	<input type="checkbox"/>
d. Reported by facility operator	<input type="checkbox"/>	<input type="checkbox"/>
e. NEI Facility inventory	<input type="checkbox"/>	<input type="checkbox"/>
f. EPA Facility Registry System (FRS)	<input type="checkbox"/>	<input type="checkbox"/>
g. Previous EI	<input type="checkbox"/>	<input type="checkbox"/>
h. Other, explain		

4. Does your SLT EI obtain **emission unit** (e.g., boiler, engine) data from any of the following information resources (check all applicable)?

	YES	NO
a. State permitting program	<input type="checkbox"/>	<input type="checkbox"/>
b. State compliance program	<input type="checkbox"/>	<input type="checkbox"/>
c. State master database	<input type="checkbox"/>	<input type="checkbox"/>
d. Reported by facility operator	<input type="checkbox"/>	<input type="checkbox"/>
e. NEI Facility inventory	<input type="checkbox"/>	<input type="checkbox"/>

- f. Previous EI
- g. Other, explain

5. Does your SLT EI obtain **emission process** data from any of the following information resources (check all applicable)?

- | | YES | NO |
|---------------------------------|--------------------------|--------------------------|
| a. State permitting program | <input type="checkbox"/> | <input type="checkbox"/> |
| b. State compliance program | <input type="checkbox"/> | <input type="checkbox"/> |
| c. State master database | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Facility reporting | <input type="checkbox"/> | <input type="checkbox"/> |
| e. NEI Facility inventory | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Previous EI | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Auto created by EI system | <input type="checkbox"/> | <input type="checkbox"/> |
| h. Manually created by EI staff | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Other, explain | | |

6. Does your SLT EI collect and/or report **site control**? If you select NO to both a and b, skip to Question 8.

- | | YES | NO |
|------------------------------------|--------------------------|--------------------------|
| a. Collect site control data | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Report site control data to NEI | <input type="checkbox"/> | <input type="checkbox"/> |

7. If you answer YES to Question 6a and/or 6b, then select how your SLT obtains **site control** data (check all applicable)?

- | | YES | NO |
|---------------------------------|--------------------------|--------------------------|
| a. State permitting program | <input type="checkbox"/> | <input type="checkbox"/> |
| b. State compliance program | <input type="checkbox"/> | <input type="checkbox"/> |
| c. State master database | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Facility reporting | <input type="checkbox"/> | <input type="checkbox"/> |
| e. NEI Facility inventory | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Previous EI | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Based on emission units/SCCs | <input type="checkbox"/> | <input type="checkbox"/> |
| h. Other, explain | | |

8. Does your SLT EI collect and/or report **site control path**? If you select NO to both a and b, sip to Question 10.

- | | YES | NO |
|---|--------------------------|--------------------------|
| a. Collect site control path data | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Report site control path data to NEI | <input type="checkbox"/> | <input type="checkbox"/> |

9. If you answer YES to Question 8a and/or 8b, then select how your SLT obtains **site control path** data (check all applicable)?

- | | YES | NO |
|-----------------------------|--------------------------|--------------------------|
| a. State permitting program | <input type="checkbox"/> | <input type="checkbox"/> |
| b. State compliance program | <input type="checkbox"/> | <input type="checkbox"/> |
| c. State master database | <input type="checkbox"/> | <input type="checkbox"/> |

- | | | | |
|----|------------------------------|--------------------------|--------------------------|
| d. | Facility reporting | <input type="checkbox"/> | <input type="checkbox"/> |
| e. | NEI Facility inventory | <input type="checkbox"/> | <input type="checkbox"/> |
| f. | Previous EI | <input type="checkbox"/> | <input type="checkbox"/> |
| g. | Based on emission units/SCCs | <input type="checkbox"/> | <input type="checkbox"/> |
| h. | Other, explain | | |

10. Does your SLT EI obtain **release point data (for stacks)** from any of the following information resources (check all applicable)?

- | | YES | NO |
|----|--------------------------|--------------------------|
| a. | <input type="checkbox"/> | <input type="checkbox"/> |
| b. | <input type="checkbox"/> | <input type="checkbox"/> |
| c. | <input type="checkbox"/> | <input type="checkbox"/> |
| d. | <input type="checkbox"/> | <input type="checkbox"/> |
| e. | <input type="checkbox"/> | <input type="checkbox"/> |
| f. | <input type="checkbox"/> | <input type="checkbox"/> |
| g. | <input type="checkbox"/> | <input type="checkbox"/> |
| h. | <input type="checkbox"/> | <input type="checkbox"/> |
| i. | | |

11. Does your SLT EI obtain **release point data (for fugitives)** from any of the following information resources (check all applicable)?

- | | YES | NO |
|----|--------------------------|--------------------------|
| a. | <input type="checkbox"/> | <input type="checkbox"/> |

- | | | | |
|----|------------------------------|--------------------------|--------------------------|
| b. | State compliance program | <input type="checkbox"/> | <input type="checkbox"/> |
| c. | State master database | <input type="checkbox"/> | <input type="checkbox"/> |
| d. | Facility reporting | <input type="checkbox"/> | <input type="checkbox"/> |
| e. | NEI Facility inventory | <input type="checkbox"/> | <input type="checkbox"/> |
| f. | Previous EI | <input type="checkbox"/> | <input type="checkbox"/> |
| g. | Auto created by EI system | <input type="checkbox"/> | <input type="checkbox"/> |
| h. | Manually created by EI staff | <input type="checkbox"/> | <input type="checkbox"/> |
| i. | Other, explain | | |

12. Does your SLT EI obtain **release point apportionment** data from any of the following information resources (check all applicable)?

- | | | YES | NO |
|----|------------------------------|--------------------------|--------------------------|
| a. | State permitting program | <input type="checkbox"/> | <input type="checkbox"/> |
| b. | State compliance program | <input type="checkbox"/> | <input type="checkbox"/> |
| c. | State master database | <input type="checkbox"/> | <input type="checkbox"/> |
| d. | Facility reporting | <input type="checkbox"/> | <input type="checkbox"/> |
| e. | NEI Facility inventory | <input type="checkbox"/> | <input type="checkbox"/> |
| f. | Previous EI | <input type="checkbox"/> | <input type="checkbox"/> |
| g. | Auto created by EI system | <input type="checkbox"/> | <input type="checkbox"/> |
| h. | Manually created by EI staff | <input type="checkbox"/> | <input type="checkbox"/> |
| i. | Other, explain | | |

13. Do you have any SLT-specific QA/QC procedures or restrictions (in addition to EIS QA/QC) for the facility inventory components in Questions 3 to 12? If so, please explain and indicate whether the SLT-specific QA/QC procedures or restrictions are necessary in case your SLT onboard CAERS. You may add attachments for more details.

Example: Do not allow facilities to change their facility and unit IDs. This restriction is needed in CAERS for MN.

14. Have you encountered issues and problems in preparing facility inventories? If so, please explain and add attachments as needed.

Example 1: One location with two identically named facilities. At some oil and gas facilities in WY, the well is owned by one company but the natural gas dehydration unit(s) at the well site are owned and operated by another company. The dehydration facility owner gives it the same name as the well site facility name.

Example 2: A parent facility with multiple children's sites. A nonmetallic facility in MN has only one facility ID, but multiple operation sites. The facility pays emission fees based on total emissions for the facility ID. MN cannot handle the situation in the current EI system, therefore, takes hard copies from those facilities and manually enters total emissions for the facility IDs to the EI system. Hope CAERS can define the way for a nonmetallic facility to report emissions at individual sites and sum those emissions in the final facility total.

15. Please provide the following applicable information for the SLT you represent. If you represent a state, only the FIPS State Code is needed.

- FIPS State Code:
- FIPS County Code:
- Tribal Code:
- Your Name:
- Your Email Address: