



**Texas Commission on Environmental Quality
Registration and Certification for Permits by Rule
Form PI-7-CERT Instructions**

Table of Contents

Overview:	2
A PBR may be claimed when both the following conditions are met;.....	2
To claim a PBR, you should;.....	2
General Instructions:	2
Introduction:.....	3
Instructions for Form PI-7CERT	6
I. REGISTRANT INFORMATION.....	6
II. FACILITY AND SITE INFORMATION	6
III. FEE INFORMATION	8
IV. SELECTED FACILITY REVIEWS <i>ONLY</i> - TECHNICAL INFORMATION.....	9
V. TECHNICAL INFORMATION INCLUDING STATE AND FEDERAL REGULATORY REQUIREMENTS	9
VI. SIGNATURE FOR REGISTRATION AND CERTIFICATION:	11
VII. COPIES OF THE REGISTRATION:.....	12

Overview:

Facilities that may release air contaminants, even in small amounts, are regulated by the Texas Commission on Environmental Quality (TCEQ) under its air permit rules. Facilities that do not emit a “significant” amount of air contaminants (as defined by rules) may claim a Permit by Rule (PBR) prior to constructing a new facility or making changes to an existing facility. A PBR claim must meet both the general and specific requirements in Title 30 Texas Administrative Code Chapter 106 (30 TAC Chapter 106), but does not require an extensive technical review. The TCEQ also has a Reference Table available to assist you in determining some of the other state or federal requirements you may need to know www.tceq.texas.gov/permitting/air/nav/airapp-contacts.html.

This form should only be used if, along with a PBR registration, a facility or site needs to establish a federally enforceable emission limit. If certification and federally enforceable emission limits are not needed, use Form PI-7, “Registration for Permit by Rule.” If a facility meets an historical Standard Exemption, meets a Standard Permit, or is otherwise authorized by a permit action, but needs to establish a federally enforceable limit, the Form APD-CERT entitled Certification of Emission Limits (**not** Form PI-7-CERT) should be used.

A PBR may be claimed when both the following conditions are met;

1. the facility meets **all** applicable eligibility requirements of **30 TAC 106.4**. These requirements include a limit on the amount of annual emissions to less than federal permit major source levels, and continuing compliance with all state and federal regulations; and
2. the facility meets **all** applicable conditions of one or more individual PBRs contained in **30 TAC Chapter 106**. These requirements may specify design requirements for certain facilities, production or material use limits, and operational restrictions.

To claim a PBR, you should;

1. read the requirements of **30 TAC 106.4** and the specific PBR you want to claim;
2. determine if the facility meets all the eligibility requirements of **30 TAC 106.4**;
3. determine if the facility meets all the applicable requirements of the specific PBR;
4. begin construction immediately if the facility meets the requirements of **30 TAC 106.4** and the PBR does *not* require registration;
5. begin construction when the Form PI-7 and attachments are submitted to the TCEQ *if* the PBR requires registration, but does not require site approval; or
6. Do not begin construction until you are notified by the TCEQ *if* the specific PBR requires registration and written site approval. If you are already operating, you still need air authorization. You should begin steps to seek an authorization as soon as you become aware that this requirement applies to you.

General Instructions:

To allow the TCEQ to efficiently review a PBR registration, all claims should have numbered pages, and labeled tables and figures. When possible (and always when faxing), submit the required information on 8½ x 11 inch paper. Only use larger sheets when necessary to show sufficient detail and fold to 8½ x 11 inch size (including maps, plot plans and legal size documents) but do not fax larger sheets to the TCEQ. It is also recommended to have the registration and related correspondence 2-hole punched at the top center. Please do not use staples or submit application in binders. It would be beneficial to submit the registration in the following order: cover letter, registration form, core data form and copy of the fee.

Note: Registrants are encouraged to use the checklists to show compliance with the conditions of 30 TAC 106.4, general requirements, and of the individual PBR being claimed. In limited cases, the TCEQ has identified selected facility types which may submit limited information with a registration, but in these cases, a checklist is required.

Introduction:

The primary purpose of Form PI-7-CERT is to provide all administrative and technical information needed by the Air Permits Division (APD) to evaluate **permits by rule (PBR) registrations which include certification of federally enforceable emission limits**. An owner or operator may voluntarily establish federally enforceable emission limits for PBR claims if one of the following is applicable:

1. Prevention of Significant Deterioration (PSD) or Nonattainment (NA) review requirements applies to the use of any new authorization at the site. This certification will determine whether netting of the project is required, or when netting is performed.
2. The owner or operator wants to voluntarily establish federally enforceable emission limits for air pollutants below those allowed in Title 30 Texas Administrative Code Chapter 106 (30 TAC Chapter 106) regulations so the site can be considered “minor” for the Federal Operating Permit (Title V) Program.
3. The facilities want to establish federally enforceable emission limits for hazardous air pollutants (HAPs) so the entire site is not subject to Maximum Achievable Control Technology (MACT) standards Title 40 Code of Federal Regulations Part 63 (40 CFR 63). This form should not be used to limit individual emission units solely to avoid an MACT requirement where other units at the site are still subject to any MACT standards.
4. The owner or operator wants to voluntarily establish federally enforceable emission limits for other state and federal rules or standards for the facilities authorized under PBR. Please refer to instructions on Form APD-CERT, “Certification of Emission Limits” for information regarding the establishment of federally enforceable emission limits. This form is located on the TCEQ Web site at www.tceq.texas.gov/permitting/air/forms/apd_cert_forms.html

The original certification must be submitted to APD in Austin. No electronic submittals, photocopies, faxes, or signature stamps can be accepted by APD. The Form PI-7-CERT must be submitted to the Texas Commission on Environmental Quality (TCEQ) Austin, the appropriate regional office, and any local air pollution control program. The review will go faster if you supply all necessary documents and information with the Form PI-7-CERT and Core Data Form (TCEQ Number 10400).

NOTE: The following list is not inclusive of all reasons for which applicants may be asked to certify PBR registrations or claims.

1. *Federal New Source Review*
 - a. For projects at existing major sites, 30 TAC 106.4(a) (1) establishes limits for production and planned MSS for each facility (piece of equipment) at ≤ 250 tons per year (tpy) Nitrogen Oxides (NO_x) and Carbon Monoxide (CO) or 25 tpy Volatile Organic Compounds (VOC), Particulate Matter (PM), Sulfur Dioxide (SO_2), and any other contaminant. However, these limits are greater than the triggers/ thresholds for major sources or major modifications under NNSR or PSD, including but not limited to:
 - 5 tpy VOC or NO_x netting triggers for NNSR areas
 - 25 tpy, 50 tpy or 100 tpy NO_x for NNSR areas
 - 40 tpy or 100 tpy NO_x anywhere for PSD
 - 100 tpy CO anywhere for PSD
 - 15 tpy PM10 anywhere for PSD
 - 10 tpy PM2.5 anywhere for PSD
 - b. For projects at existing major sites, specific PBRs for plants or facilities may have no emission limits or allow emissions > triggers or thresholds for major sources or major modifications under NNSR or PSD. Examples

include, but are not limited to 106.261 allows 10 tpy of NO_x or VOC, but > 5 tpy VOC or NO_x are the netting triggers for NNSR areas.

If projects at major sites are NOT certified, Reviewers must make the following major source or major project applicability analysis:

- a. What federal review may be applicable? (NNSR or PSD)
- b. Without consideration of any decreases in emissions, “total potential emission increases” must be less than netting or major source trigger levels. “Total emission increases” are based on the PBR rule limits, physical capacity/throughput of all facilities, continuous operation of 8760 hrs/yr, worst-case materials, and uncontrolled (unless the control is specified in the specific PBR). These increases must also include all planned MSS, whether registered or not, regardless of industry type.
- c. If PSD: CO ≤ 100 tpy, NO_x ≤ 40 tpy, SO₂ ≤ 40 tpy, VOC ≤ 40 tpy, PM₁₀ ≤ 25 tpy, PM_{2.5} ≤ 10 tpy (see PSD Guidance for additional air contaminant significance levels).
- d. If NNSR: NO_x ≤ 5 tpy, VOC ≤ 5 tpy
- e. If netting is not required, continue thru this list for other possible reasons to certify the project. If netting is required based on the above, the PBR claim may be certified to show that netting is not required or netting must be submitted and certified.
- f. If a project includes control technology, limited hours, throughput, and materials or other operational limitations which are less than the Potential to Emit (PTE), EPA’s guidance is clear that these limitations must be federally enforceable. Establishing certified limits ensures EPA and Texas that these emissions can be relied upon for federal permitting (PSD, NNSR, and 112g) or federal standards (NSPS, NESHAP, MACT) applicability. For additional guidance memos on PTE, see: www.epa.gov/region07/programs/artd/air/policy/search.html
- g. For projects at existing major sites, future-netting exercises for a site must rely on “creditable” increases or decreases. To be creditable, emission values must be federally enforceable. If not certified, future netting evaluations would have to rely on the facility is PTE or Chapter 106 rule limitations, which would often result in inaccurate data and could potentially, affect the outcome of the netting evaluations.

2. *Planned Maintenance Startup and Shutdown (MSS)*

If a project is located at a site which has passed the deadlines in 30 TAC 101.222(h), project must include planned MSS (even if emissions are zero) for determination of compliance with PBR rules (30 TAC 106.4(a)(1) at a minimum). If also at a major site, issues are the same as those listed in 1-3 above.

3. *Toxics*

If a project is in an Air Pollutant Watch List or Houston Toxics List area and has increases or decreases in any pollutants of concern, the TCEQ is strongly recommending the representations be federally enforceable.

4. *Nonattainment*

If a project is located at a site subject to NO_x Cap and Trade requirements (30 TAC 101), the amount of NO_x subject to that program must be federally enforceable.

5. *Compliance Assurance*

Certification establishes the basis for future compliance demonstrations and gives certainty to permit holders, regional investigators, permitting staff, and the general public. This certainly is especially important for Title V compliance certifications and deviation reports.

For projects which resolve compliance issues, in many cases Regional offices may request that PBRs be certified to ensure awareness of the requirements and expectations.

6. *Other Rules and Requirements:*

For projects affecting facilities under Flexible Permits, 30 TAC 116.720 requires that any PBR claim not exceed the permitted flexible caps. This statement should be certified to ensure it is enforceable.

Projects under 30 TAC 106.261 and 106.262 can add waste streams to existing permitted control devices. This is acceptable since the PBR requirements only limit “no changes to or additions of air pollution abatement equipment” since this scenario does not change the existing control. However, to ensure no backsliding of permitting effectiveness or destruction efficiency, the applicant should certify that the additional stream or scenario would not affect the control’s DRE, thus ensuring continuing compliance with permitted representations of the control.

7. *Keeping Records:*

Once a PBR is claimed and emissions certified:

- a. The records demonstrating compliance with this certification must comply with applicable rules and be maintained at the site or at an office within Texas having day-to-day operational control of the site. Records must be kept for at least five years and must be made available upon request.
- b. Review the requirements of 30 TAC 106.8 and 106.4, and the specific PBR being claimed to determine all variables which must be complied with.

8. *Small Business Information:*

The TCEQ, Small Business and Local Government Assistance Office are available to assist a business owned or operated by a person employing 100 or fewer employees *and* less than 6 million dollars in gross annual receipts. If you are currently operating without authorization, you may be in violation of environmental regulations. Refer to the Form PI-7-CERT for contact information for this office. There are “Air Emissions Calculation Tips” available at www.tceq.texas.gov/assistance/sblga/sblga.html.

Instructions for Form PI-7CERT

I. REGISTRANT INFORMATION

- A. *Company or Other Legal Customer Name:* Registrations are claimed by either the owner or operator of a facility, commonly referred to as the “registrant.” List the legal name of the company, corporation, or person who is claiming the PBR. Applicants can verify the legal name with the Texas Secretary of State at (512) 463-5555. The TCEQ will also verify the legal name with the Texas Secretary of State. In some cases, a copy of the legal document forming the entity may be requested to verify the legal name (i.e., general partnership, or trust filed with the county). This name should also match the Core Data Form, block 8. Also, provide the company official contact name, title, address, telephone, fax number, and e-mail address of the person to whom the TCEQ will be authorizing as the permit holder.
- B. *Technical Contact Name and Title:* Provide the name, title, company, address, telephone, fax number, and e-mail address of the person TCEQ should contact for technical questions, and who has the authority to make binding agreements and representations on behalf of the registrant.
- C. *Facility Location Information:* Provide the street address of the facility, if available. If there is no street address, describe the physical location with specific written directions. Identify the location by distance and direction from well-known landmarks, such as highway intersections. It is very important to also include the city and county where the facility will be located. If the address is not located in a city then enter the city or town closest to the facility even if it is not in the same county as the facility. The county indicated must be the county where the facility is physically located. Please include the ZIP Code of the physical facility site, *not* the ZIP Code of the applicant's mailing address. In some cases, the TCEQ may request a map showing the location of the facility during the review of the PBR registration.
- D. *Core Data Form:* We require that you submit a Core Data Form (TCEQ Form No. 10400) on all incoming applications **unless** all of the following are met.
- Regulated Entity and Customer Reference Numbers have been issued by the TCEQ and;
 - No Core data information has changed.

Note: The company and facility site information provided on the Core Data Form must be the same as provided on the Form PI-7CERT.

II. FACILITY AND SITE INFORMATION

- A. *Name and Type of Facility:* Indicate the name of the facility for which the PBR is being claimed. The name should be descriptive and indicate the general type of operation, manufacturing process, equipment, or facility which would be authorized under the PBR (include any numerical designation, if appropriate). The name must be descriptive and specific. Examples of acceptable names are, “Sulfuric Acid Plant,” “Number 5 Steam Boiler,” “Electric Arc Furnace Number 2,” and “Fiberglass Boat Manufacturing Facility”. Vague names such as, “Chemical Plant” and “North Process Area” are not acceptable names. Also, check the appropriate box indicating whether the facility is permanent or portable. Hot mix asphalt plants and trench burners are typical portable facilities; a petroleum storage tank would be considered a permanent facility.
- B. *Permit By Rule Number(s) Claimed at This Time:* Please indicate the individual PBR rule number(s) which are being claimed. Form PI-7-CERT can be used to register more than one PBR at a time provided the attachments address the requirements of all PBRs being claimed.
- C. *Previous Standard Exemption or PBR Registration Number:* If this registration is for a change to an existing facility previously authorized under a standard exemption or PBR, please list the previous standard exemption or PBR registration number(s) or the appropriate rule number(s). Also attach additional information on

whether the facility still meets the previous standard exemption or PBR, or whether a new registration is required and the previous standard exemption or PBR should be voided. If referencing a standard exemption please include a date.

- D. *Other Facilities at This Site Authorized by Standard Exemption or PBR:* To properly track how this registration may relate to other authorizations or compliance with TCEQ PBR regulations, it is important to list all standard exemptions or PBR registrations at this site. List registration numbers, if known.
- E. *Other Air Preconstruction Permits:* If the certification is located at a site which has any state or federal new source review air preconstruction permits, please list all permit numbers for these permits. Also, indicate if the PBR claim directly affects any permitted facilities and those permit numbers. If a PBR affects a permitted facility, it must be rolled into the permit during the next renewal or amendment.
- F. *Federal Operating Permit (FOP) Requirements (30 TAC Chapter 122) Applicability:* Information and guidance on applicability of 30 TAC Chapter 122 can be accessed at the following address:
www.tceq.state.tx.us/permitting/air/titlev/pro_applicability.html.

Please note that the authorization approved pursuant to this Form PI-7 CERT may trigger the requirements of 30 TAC Chapter 122. For sites with existing FOP(s), authorization and approval of this Form PI-7CERT may require the submission of an appropriate revision application or notification according to the timelines outlined in 30 TAC Chapter 122, Subchapter C. For example, if approval of this Form PI-7CERT includes PSD or NA review or a Title V review of an existing PSD or NA permit, a significant revision of the FOP is required. In addition, the approved construction or modification that is covered under the PSD or NA review cannot be operated until the new applicable requirements are codified in the FOP and the FOP is issued. In other cases, the FOP holder may be required to submit a minor revision and meet certain conditions to operate the facilities or changes approved pursuant to this Form PI-7CERT. The qualification criteria for FOP revisions and timelines for submission are outlined in 30 TAC Chapter 122, Subchapter C, Division 2. For sites with existing GOPs, authorization and approval of the Form PI-7CERT may result in the site no longer qualifying for the GOP. The qualifications for a GOP are available at:
www.tceq.state.tx.us/permitting/air/nav/air_genoppermits.html.

The requirements of 30 TAC Chapter 122 pertaining to FOP revisions are explained in APD guidance available at: www.tceq.texas.gov/permitting/air/guidance/titlev/tv_gop_guidance.html

If authorization approved results the sites potentials to emit to be a “major source” as defined in 30 TAC Chapter 122, and FOP application is required. Mark the appropriate box if emissions that will be authorized pursuant to this Form PI-7 will subject the site to the requirements of 30 TAC Chapter 122. Title 30 TAC Chapter 122, Section 122.130 includes timelines for submission of an FOP application. APD guidance on submitting an FOP application is available at: www.tceq.state.tx.us/permitting/air/nav/air_titlevopperm.html.

Identify the type(s) of FOP(s) issued for the site by checking the appropriate box. In addition, check the appropriate box if any GOP/SOP application(s) for the site including revision applications are currently under review by APD. Check the appropriate box if you are submitting and SOP/GOP application or SOP/GOP revision application pursuant to this PI-7CERT application pursuant to this PI-7CERT application.

If you have question about the applicability of 30 TAC Chapter 122 or impact of this Form PI-7CERT on your existing FOP, please contact the TCEQ APD at (512)239-1250.

MSW Landfills: TCEQ has streamlined the way to cover federal operating permits for MSWLF. More guidance can be found at: www.tceq.state.tx.us/permitting/air/titlev/generalpermits/gop_no_517.html.

- G. *TCEQ Account Identification Number:* This number was assigned by the TCEQ to the entire property owned or controlled by the applicant at a specific location. A typical example of an air quality account number is *JB-1234-R*. Portable facilities are assigned account identification numbers which begin with a number, such as *92-1234-K*.

III. FEE INFORMATION

The TCEQ has recently adopted rules establishing a fee for all air quality PBR registrations. Title 30 TAC 106.50 requires that any application received on or after November 1, 2002, must include a fee. If the construction of a new facility, or change to an existing facility meets the conditions of a PBR which requires a Form PI-7-CERT, a fee is required in most cases. If a new facility, or changes to an existing facility, meets the conditions of a PBR that does *not* require registration, but the owner/operator wishes to have the TCEQ review and confirm that the facility meets the conditions of the PBR, a fee is required. Title 30 TAC 106.50 contains several requirements and exceptions for fees, a summary of which is available in a fee fact sheet on the TCEQ Web site. The new fee requirements do not allow for PBR fee refunds. All fees must be paid prior to processing of any PBR registration and may only be paid by check or money order (no credit or debit cards can be accepted at this time). The TCEQ also accepts electronic transfers from governmental entities. Multiple facilities and PBRs at a single site may be claimed under a single Form PI-7 or Form PI-7-CERT. In these cases, only a single fee is required.

A. *Is a Fee Required?* There are three exceptions to paying a PBR fee.

1. A facility applying for a PBR does not have to pay a fee if the registration is *solely* to establish a federally enforceable emission limit. If a registration is for construction or modification of a facility, which has not been previously reviewed by the TCEQ, a fee is required.
2. If any administrative or subsequent changes occur at the site or the company is addressing any deficiencies that were requested in the initial review the registrant will have 6 months to resubmit without paying an additional fee.
3. A facility applying for a PBR does not have to pay a fee if the registration is for a Remediation project (30 TAC 106.533).

B. *What is the Fee Amount?* There are two fee amounts possible under the rules:

An owner/operator of a small business (corporation, partnership, sole proprietorship) that is independently owned and operated, formed for the purpose of making a profit, has fewer than 100 employees *and* less than \$6 million in annual gross receipts is required to submit a \$100.00 fee. In addition, an owner/operator that is a governmental entity (city, township, school district) with a population less than 10,000 (most recent census) is required to submit a \$100.00 fee. Finally, non-profits organizations pay a \$100.00 fee.

All other registrations are required to submit a \$450.00 fee.

C. *Payment Information:* Indicate the check, money order, or transaction number. Also, indicate the individual or company name printed on the check, and enter the fee amount paid for this registration.

IV. SELECTED FACILITY REVIEWS ONLY - TECHNICAL INFORMATION

The TCEQ recognizes that some facilities are typically owner/operated by businesses which do not have access to detailed technical information. In these instances, the TCEQ has developed more specific checklists for registrants to submit that will allow the TCEQ to get the information needed to evaluate the registrations. In these cases, registrants can skip the information requested in Section V of the Form PI-7-CERT. At this time, facilities able to submit abbreviated registrations include *ONLY* those listed. (*If this registration is not for one of the facilities listed, skip to Section V.*)

- Auto Body Refinishing Facilities (30 TAC 106.436)
- Animal Feeding Operations (30 TAC 106.161)
- Trench Burners (30 TAC 106.496)
- Livestock Auction Facilities (30 TAC 106.162)
- Saw Mills (30 TAC 106.223)
- Grain Handling, Storage and Drying (30 TAC 106.283)

- A. *General and Specific Requirements:* To ensure that all conditions of the PBR are met checklists for general requirements and the specific PBR requirements must be included for these selected facilities in order for their registrations to be processed. If a checklist is not included, applicants must follow the requirements of Section V, "Technical Information."
- B. *Distances to Property Line and Nearest Off-Property Structure:* Instead of an area map and plot plan, the TCEQ is requesting distance information, including the distance from the facility's emission release point to the nearest property line and off-property structure. This information is required, as many PBRs have very specific distance limitations.

Note: In limited cases, a map or drawing of the site and surrounding land use may be requested during the technical review or at the request of the TCEQ Regional office or local air pollution control program during an investigation.

V. TECHNICAL INFORMATION INCLUDING STATE AND FEDERAL REGULATORY REQUIREMENTS Submittal Requirements for *all other* Registrations

- A. *Confidential Information:* Texas Health and Safety Code (THSC) 382.041 requires us not to disclose any information related to manufacturing processes that is marked **Confidential**. Mark any information related to secret or proprietary processes or methods of manufacture **Confidential**. If you do not want this information in the public file. All confidential information should be separated from the PBR registration and submitted as a separate file. Additional information regarding confidential information can be found at www.tceq.texas.gov/permitting/air/confidential.html.
- B. *Process Flow Diagram or Process Description:* A process flow diagram is required for all PBR registrations so that the APD permit reviewer can verify all technical information regarding the affected facility. Permit reviewers know only what you tell them about your process or business. It is important that the information you provide is complete and accurate. After you have drawn a "picture" of your process, describe exactly how your business operates. A good way to do this is by telling the permit reviewer, step by step, what you do with each material that comes into your business. For example, how you store it, use all or part of it in a process, create a product, and when and how the product moves out the door. You may have some of the material left as waste. Account for all of the materials you use. Tell the permit reviewer what you do with it at every step.

It can be helpful to draw a process flow diagram by drawing boxes linked by lines to visually show the process you are describing. The process description should carry the permit reviewer smoothly through the process with emphasis on where the emissions are generated, why the emissions must be generated, what air pollution controls are used (including process design features that minimize emissions), and where the emissions enter the atmosphere. Your process description should tell the permit reviewer how you would be operating if you produce the maximum possible emissions - probably this will be your highest production rate. Each step in the process should be discussed and should refer to the process flow diagram. When applicable, cycle times, reaction times, temperatures, pressures, material flow rates, and production rates should be discussed. Be specific, and do not use generalities such as “a small amount,” “sometimes,” and, “occasionally opened”.

C. *Emissions Data and Calculations:* To confirm that the proposed facility will meet the conditions of a PBR, emission calculations are needed in many cases. To assist you with these calculations, the TCEQ is developing basic emissions estimate information which will be added on relevant PBR checklists. To review the checklist applicable to each claimed PBR, please refer to the TCEQ APD Web site www.tceq.texas.gov/nav/permits/air_permits.html. “Air Emission Calculation Tips” are also available on the TCEQ Web site www.tceq.texas.gov/assistance/sblga/pbraea.html. The applicant must attach the **maximum hourly and total annual emission rates** of the new or changed facility and include the following:

- Maximum **hourly** emission rates (pounds per hour) should be based on the maximum (design) production capacity of the facility. Dividing the average annual emissions (tons per year) by the annual hours of operation in order to determine hourly emissions (pounds per hour) is often unacceptable.
- Annual emission rates (tons per year), which should be reflective of the average operation throughout the year.
- A description of the hours of operation and how they relate to emission rates on a short-term (maximum pounds per hour) and long-term (maximum tons per year) basis.
- Variations in emissions must be clearly identified and accounted for in the maximum hourly and annual emission rates, if the process is a non-continuous batch operation, or there are widely varying operating scenarios. Additional information should be supplied to describe the emission variations.
- In most cases, supporting calculations and technical basis for the estimates are required. Include copies of the calculations and discuss any assumptions made.
- Emission rate information must be included for **each air contaminant**. Chemicals must be identified specifically, for example; “Methanol” rather than “hydrocarbons” or “polyester/styrene resin dust,” and “iron dust” rather than “dust.” Material Safety Data Sheets, Air Quality Data Sheets, or equivalent supporting documents should be supplied for all mixtures which contain potential air contaminants. The individual PBR checklists generally identify the air contaminants of concern and any hazardous air pollutant emissions (HAPs) expected for that PBR.

D. *Table 1a:* A Table 1a must be submitted with all incoming certifications. The Table 1a shall be completed by the following guidelines:

- Identify emission points with a unique alphanumeric identification of no more than ten characters. An emission point is defined as the point from which air contaminants enter the ambient air.
- For a modified facility, list all emission sources, existing as well as new. For planned MSS, list all emission points, existing as well as new.
- Specifically identify each air contaminant. For example: Methanol rather than hydrocarbons or polyester/styrene resin dust and iron dust rather than dust. Provide applicable MSDS, Air Quality Data Sheets, or equivalent supporting documents for all materials which contain potential air contaminants unless an alternative method of identification and quantification of specific air contaminants has been approved before submittal of the application. Large amounts of data may be attached to the application as appendices.

- Clearly discuss and document the total emissions in tons per year of each contaminant for which the application is to be evaluated. You may provide a separate table that contains the emission rates by emission point broken into separate species for facilities with a large number of emission points, as well as multiple species of air contaminants per emission point. Clearly identify on the Table 1(a) where the separate table is located within the application; for example, the page number or appendix, etc.)
- Identify emission points by UTM coordinates in meters using the North American Datum 1983 (NAD 83). UTM reference coordinates may be obtained from USGS topographical maps or others, if applicable. Accurate coordinates for each emission point are essential for air dispersion modeling activities.

- E. *PBR General Requirements 30 TAC 106.4:* All applicable requirements of 30 TAC 106.4 must be met by each PBR registration. Attach any information necessary to show how the facility meets *all* of these requirements. A copy of the rule and associated annual emission limits are listed in the Reference Tables. You are encouraged to complete a 30 TAC 106.4 checklist to demonstrate compliance. The checklist contains important information on emission limits as well as other state and federal rules, regulations, and standards which may apply to your facility. The use of this checklist is not required; however, the PBR review will go faster if you supply a checklist. **Registrants are required to submit itemized information to demonstrate how they meet state and federal regulations other than the PBR.**

Aware of New Requirements for NO_x Emissions Cap and Trade? If a facility, group of facilities, or site is located in the Houston/Galveston nonattainment area and has the potential for nitrogen oxides (NO_x) emissions, it may need to comply with 30 TAC Chapter 101, Subchapter H, Division 3 [30 TAC 101(H)(3)], Mass Emissions Cap and Trade. **Please be reminded that if the facilities listed in this registration are subject to the Mass Emissions Cap & Trade Program under 30 TAC 101(H)(3), the owner/operator of this site must possess NO_x allowances equivalent to the actual NO_x emissions from these facilities.**

- F. *Requirements of Each Individual PBR:* All applicable requirements of the individual PBR must be met by the facility. Attach information which shows how the facility will meet these conditions. You are encouraged to complete the checklist(s) for the applicable PBR to demonstrate that all applicable requirements and conditions of the individual PBR are met by the registration. The checklists contain all conditions of the individual PBR, as well as guidance on typical methods to calculate emissions, records retention, and other state and federal requirements which may apply to the facility. The use of the checklists is not required, but the permit review will go faster if you supply a checklist.
- G. *Distance from Property Line and Nearest Receptor:* Instead of an area map and plot plan, the TCEQ requests distance information, including the distance from the facility's emission release points to the nearest property line and off-property structure. This information is needed as many PBRs have very specific distance limitations.

Note: In limited cases, a map or drawing of the site and surrounding land use may be requested during the technical review or at the request of the TCEQ Regional office or local air pollution control program during an investigation.

VI. SIGNATURE FOR REGISTRATION AND CERTIFICATION:

The registration/certification for a PBR must be made by the owner or operator of the facility. The company official represented in Section I.A. shall be the person signing this portion of the PBR Certification. This signature certifies that the registration/certification includes the maximum emission rates listed, reflects the maximum anticipated emissions due to the operation of the facility, and that the project will satisfy the conditions and limitations of the PBR. Please refer to the TCEQ guidance document, "Federal Operating Permit Application Guidance Document" for information regarding the person that must certify this form. This guidance document may be found on the TCEQ Web site www.tceq.texas.gov/comm_exec/forms_pubs/search_forms.html. The original certification must be

submitted to the Air Permits Division in Austin. No electronic submittals, photocopies, faxes, or signature stamps can be accepted by the Air Permits Divisions.

VII. COPIES OF THE REGISTRATION:

Retain at least one copy of the registration for your records. Please follow the information on Form PI-7-CERT and send all of the copies to the TCEQ. **Failure to distribute copies of the registration may delay processing.** Also, all *subsequent* correspondence should be copied to the TCEQ Regional Office and Local Air Pollution Control Program(s), as appropriate. Please *do not* attach a copy of Form PI-7-CERT to subsequent correspondence unless specifically requested, as this may cause another registration file to be created. Please indicate the assigned TCEQ registration number, TCEQ air quality account number, and permit reviewer, if known, on all subsequent correspondence.

Reminder: The original of this certification and registration form must be sent to the TCEQ in Austin and copies sent to the appropriate TCEQ Regional Office and any local air pollution control programs with jurisdiction. A copy must also be maintained on-site, or for sites that normally operate unattended, at an office within Texas day-to-day operational control of the site.



Texas Commission on Environmental Quality
Form PI-7-CERT
Certification and Registration for Permits by Rule

I. REGISTRANT INFORMATION			
A. Company or Other Legal Customer Name:			
Company Official Contact Name:			
Title:			
Mailing Address:			
City:	State:	ZIP Code:	
Phone:	Fax:	E-mail:	
B. Technical Contact Name:			
Title:			
Company:			
Mailing Address:			
City:	State:	ZIP Code:	
Phone:	Fax:	E-mail:	
C. Facility Location Information - Street Address:			
<i>If "NO," street address, provide written driving directions to the site: (attach description if additional space is needed)</i>			
City:	County:	ZIP Code:	
D. Is the Core Data Form (<i>TCEQ Form 10400</i>) attached?			<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "No," provide customer reference number and regulated entity number below:</i>			
Customer Reference Number (CN):			
Regulated Entity Number (RN):			
II. FACILITY AND SITE INFORMATION			
A. Name and Type of Facility:			<input type="checkbox"/> Permanent <input type="checkbox"/> Portable
B. PBR claimed under 30 TAC 106 (<i>List all</i>):			
106.	106.		
106.	106.		
106.	106.		
Are you claiming a historical standard exemption or PBR ?			<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter effective date(s) and rule number(s) in the spaces provided below.</i>			



Texas Commission on Environmental Quality
Form PI-7-CERT
Certification and Registration for Permits by Rule

II. FACILITY AND SITE INFORMATION (continued)			
C. Is there a previous Standard Exemption or PBR for the facility in this registration?			<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter registration number(s), rule number(s) and effective dates in the spaces provided below.</i>			
D. Are there any other facilities at this site which are authorized by an Air Standard Exemption or PBR?			<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter registration number(s), rule number(s) and effective dates in the spaces provided below.</i>			
E. Are there any other air preconstruction permits at this site?			<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter permit number(s) in the spaces provided below.</i>			
Are there any other air preconstruction permits at this site that would be directly associated with this project?			<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter permit number(s) in the spaces provided below.</i>			
F. Is this facility located at a site which is required to obtain a Federal Operating Permit (FOP) pursuant to 30 TAC Chapter 122?			<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> To be determined
If the site currently has an existing federal operating permit, enter the permit number.			
Check the requirements of 30 TAC Chapter 122 that will be triggered if this certification is accepted.			
<input type="checkbox"/> Initial Application for an FOP <input type="checkbox"/> Significant Revision for an SOP <input type="checkbox"/> Minor Revision for an SOP <input type="checkbox"/> Operational Flexibility/off Permit Notification for an SOP <input type="checkbox"/> Revision for GOP <input type="checkbox"/> To be Determined <input type="checkbox"/> None			
Identify the type(s) issued and/or FOP application(s) submitted/pending for the site. <i>(Check all that apply)</i>			
<input type="checkbox"/> SOP	<input type="checkbox"/> GOP	<input type="checkbox"/> GOP application/revision application: Submitted or under APD review.	
<input type="checkbox"/> N/A	<input type="checkbox"/> SOP application/revision application: submitted or under APD review.		
G. TCEQ Account Identification Number <i>(if known)</i> :			



Texas Commission on Environmental Quality
Form PI-7-CERT
Certification and Registration for Permits by Rule

III. FEE INFORMATION	
<i>See Section VI. for address to send fee or go to www6.tceq.texas.gov/epayto to pay online.</i>	
A. Is this certification to solely establish a federally enforceable emission limit and not authorize any new facilities?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If "YES," than no fee is required.	
If "NO," then go to Section III.B.	
B. If "YES," to any of the following three questions, a \$100 fee is required. Otherwise, a \$450 fee is required.	
Does this business have less than 100 employees?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Does this business have less than 6 million dollars in annual gross receipts?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Is this registration submitted by a governmental entity with a population of less than 10,000?	<input type="checkbox"/> YES <input type="checkbox"/> NO
C. Enter the check, money order, or transaction number.	
Enter the individual or company name printed on the check.	
Fee amount (<i>spell out</i>):	\$
Was fee Paid online?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IV. SELECTED FACILITY REVIEWS ONLY—TECHNICAL INFORMATION	
<i>Note: If claiming one of the following PBRs, complete this section, then skip to Section VI., "Submitting your registration" below:</i>	
<i>Animal Feeding Operations 30 TAC 106.161, Livestock Auction Facilities 30 TAC 106.162, Saw Mills 30 TAC 106.223, Grain Handling, Storage and Drying 30 TAC 106.283, Auto Body Refinishing Facilities 30 TAC 106.436, and Air Curtain Incinerator 30 TAC 106.496</i>	
A. Is the applicable PBR checklist attached which shows the facility meets all general and specific requirements of the PBR(s) being claimed?	<input type="checkbox"/> YES <input type="checkbox"/> NO
B. Distance from this facility's emission release point to the nearest property line:	feet
Distance from this facility's emission release point to the nearest off-property structure:	feet
V. TECHNICAL INFORMATION - The following information must be submitted with this Form PI-7CERT. Place a check next to the appropriate box to verify you have included it in the submittal.	
<input type="checkbox"/> Process Flow Diagram	<input type="checkbox"/> Site Process and Project description
<input type="checkbox"/> Emissions data and calculations	<input type="checkbox"/> Table 1(a) (Form 10153) Emission Point Summary



**Texas Commission on Environmental Quality
Form PI-7-CERT
Certification and Registration for Permits by Rule**

V. TECHNICAL INFORMATION - The following information must be submitted with this Form PI-7CERT. Place a check next to the appropriate box to verify you have included it in the submittal. (continued)

<input type="checkbox"/> Information on meeting the specific PBR requirements (PBR checklists maybe used and are optional.)	<input type="checkbox"/> Information on meeting the general PBR requirements 30 TAC 106.4. (PBR checklists maybe used and are optional.)
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Note: Please be reminded that if the facilities listed in this registration are subject to the Mass Emissions Cap & Trade program under 30 TAC Chapter 101, Subchapter H, Division 3, the owner/operator of these facilities must possess NO_x allowances equivalent to the actual NO_x emissions from these facilities.

Distance from this facility's emission release point to the nearest property line:	feet
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Distance from this facility's emission release point to the nearest off-property structure:	feet
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Note: In limited cases, a map or drawing of the site and surrounding land use may be requested during the technical review or at the request of the TCEQ Regional Office or local air pollution control program during an investigation.

VI. SIGNATURE FOR CERTIFICATION AND REGISTRATION

The signature below indicates that the Responsible Official has knowledge of the facts herein set forth and that the same are true, accurate, and complete to the best of my knowledge and belief. By this signature, the maximum emission rates listed on this certification reflect the maximum anticipated emissions due to the operation of this facility and all representations in this certification of emissions are conditions upon which the facilities and sources will operate. It is understood that it is unlawful to vary from these representations unless the certification is first revised. The signature certifies that to the best of the Responsible Official's knowledge and belief, the project will satisfy the conditions and limitations of the indicated exemption or permit by rule and the facility will operated in compliance with all regulations of the Texas Commission on Environmental Quality and with Federal U.S. Environmental Protection Agency regulations governing air pollution. The signature below certifies that, based on information and belief formed after reasonable inquiry, the statements and information above and contained in the attached document(s) are true, accurate, and complete. **If you questions on how to fill out this form or about air quality permits. Please call (512) 239-1250. Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, call (512) 239-3282.**

SIGNATURE: _____ _____
(ORIGINAL SIGNATURE REQUIRED) *DATE*



**Texas Commission on Environmental Quality
Form PI-7-CERT
Certification and Registration for Permits by Rule**

VII. SUBMITTING COPIES OF THE CERTIFICATION AND REGISTRATION		
Copies must be sent as listed below: Processing delays may occur if copies are not sent as noted.		
Who	Where	What
Air Permits Initial Review Team (APIRT)	Regular, Certified, Priority Mail MC161, P.O. Box 13087 Austin, Texas 78711-3087 Hand Delivery, Overnight Mail MC 161, 12100 Park 35 Circle, Building C, Third Floor Austin, Texas 78753 Fax: (512) 239-2123 <i>(do not follow fax with paper copies)</i>	Originals Form PI-7, Core Data Form and all attachments
Revenue Section, TCEQ	Regular, Certified, Priority Mail MC 214, P.O. Box 13088 Austin, Texas 78711-3088 Hand Delivery, Overnight Mail MC 214, 12100 Park 35 Circle, Building A, Third Floor Austin, Texas 78753	Original Money Order or Check Copy of Form PI-7 and Core Data Form
Appropriate TCEQ Regional Office	To find your Regional Office address, go to the TCEQ Web site at http://www.tceq.texas.gov.us/ , or call (512) 239-1250.	Copy of Form PI-7, Core Data Form, and all attachments.
Appropriate Local Air Pollution Control Program(s)	To Find your local or Regional Air Pollution Control Programs go to the TCEQ, APD Website at www.tceq.texas.gov/nav/permits/air_permits.html or call (512) 239-1250	Copy of Form PI-7, Core Data Form, and all attachments.