



The **New** 2013 AER Reporting Tool Demonstration

AER Home

New user: Complete a one time registration

Registered User: Login



South Coast
Air Quality Management District

You are not logged in.



Welcome to South Coast AQMD Annual Emissions Reporting (AER)

About AQMD Annual Emissions Reporting (AER)

The South Coast Air Quality Management District's (AQMD's) Annual Emission Reporting (AER) program was developed to track emissions of air contaminants from permitted facilities. Emission fees are also assessed based on reported data. The data collected by AER is used to update the comprehensive emissions inventory for the AQMD, which includes Orange County, the non-desert portions of Los Angeles and San Bernardino counties, and the Riverside county areas west of the Palo Verde Valley.

This annual emissions inventory of pollutants and source categories is essential to effectively design and evaluate clean air strategies to comply with state and federal public health standards.

The AER is required for all facilities subject to Rule 301(e) and 301(l)(10). Additional information on the AER Program can be found at www.aqmd.gov/aer/aer.html

User Login

Username:

Password:

Sign In

Forgot your username or password? [Click here to reset your password.](#)

New User? Complete a one-time registration process.

Register here

After establishing a user account, you can access and update the AERs for your facility(ies) using AQMD-assigned access pin codes.

Notice

All information entered on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

User Registration

Complete User Registration and click on **Sign Up**.

You will receive an email to the registered address with a link that requires you to click to confirm your email and will automatically log you in.

AER Home ?

User Registration

Complete the information below. Fields with * are mandatory. Upon "Sign Up", a link will be sent to the registered email box for confirmation and direct user back to AER Program home page.

User Profile

Username *

E-mail *

Title

First Name *

Last Name *

Password *

Confirm Password *

Work Address

Company *

Street Direction ▼

Street Number

Street Name *

Street Suffix ▼

Suite

City *

State ▼ *

Zip *

Zip Four

Work Phone

Phone Number () * Ext.

Fax Number ()

Enter Facility ID & PIN

Once you are logged-in, the screen below will be displayed.

To access a facility, enter Facility ID and the PIN code provided by AQMD.

South Coast Air Quality Management District

Logout | Edit Profile

AER Home Access Facility

Access Facility

Please enter a facility ID# and PIN code to access facility detail information. Alphanumeric PIN is issued by the SCAQMD to specific facility and must be typed exactly as presented.

If you need assistance on locating the PIN, please contact AER Support by email at aer@aqmd.gov or Hotline at (909)396-3660.

Facility ID:

Facility PIN:

Access Facility

[AQMD web site Home](#) | [AER Web Site](#) | [Submit question/comment](#) | [Ecotek Web Site](#) | [Report a Bug](#)

Select Reporting Year

Click **Open** to access selected facility and start the reporting process.

South Coast Air Quality Management District

Logout | Edit Profile

AER Home | Access Facility | Facility Home

Select Reporting Year

You have successfully logged on to facility ID 999921

Facility Information

Facility ID: 999921
Facility name: ABC
Address: 123 1st
City: LOS ANGELES
ZIP: 90063

Please select a reporting year from the list below (by clicking on the "OPEN" button for desired reporting year) in order to begin using the AER Program.

If you do not see the reporting period you want to work on, please contact AQMD AER Hotline at 909-396-3660 or aer@aqmd.gov.

Year	Status	Deadline	Submittal Date	
2013	WorkInProgress	3/4/2014		Open...

Access Different Facility

Please enter a facility ID# and PIN code to access facility detail information. Alphanumeric PIN is issued by the SCAQMD to specific facility and must be typed exactly as presented.

If you need assistance on locating the PIN, please contact AER Support by email at aer@aqmd.gov or Hotline at (909)396-3660.

Facility ID:

Facility PIN:

[Access Facility](#)

[AQMD web site Home](#) | [AER Web Site](#) | [Submit question/comment](#) | [Ecotek Web Site](#) | [Report a Bug](#)

2013 AER Main Sections

The 2013 AER has 4 main sections that have to be completed in the following order:

1. Facility Information
2. Build Reporting Structure
3. Report Process/Emissions
4. Summaries

These sections are accessible from a menu on the left, and from "Facility Home" page.

AER Report Overview

- 1) To start the reporting process, first provide general Facility Information in “**Facility Information**” section.
- 2) Next, specify the combustion fuels used at your facility and set-up emission sources in “**Build Reporting Structure**” section, prior to identifying your processes and reporting your emissions.
- 3) Then, proceed to “**Report Process/Emissions**” section to enter throughput data and calculate emissions for each device and process.
- 4) Finally, select “**Summaries**” to view emissions results and associated fees.

AER Report Overview Cont.

- 5) Run **“Data Validation”** and make sure there are no Errors
 - If errors displayed, click on the link provided to resolve errors
 - If warning displayed, click on the link provided to check the data entered
- 6) Upload supporting documentation if desired
- 7) Submit the report through **“Report Submission”**
- 8) Print Submittal forms (including Submittal Conformation) to be sent to AQMD
- 9) Sign Signature Sheet, attach other submittal forms and check for fee due (if any), and mail to AQMD

Facility Home Page

Click on **Start Here** button to start reporting

South Coast AQMD South Coast Air Quality Management District

Logout | Edit Profile

AER Home Access Facility Facility Home

Facility ID: 999921 · ABC · Reporting period: 2013

This is the Facility Home Page which specifies the main elements of the AER Program. For detail Instructions please click on Help Icon. The main AER elements are accessible on menu on the left, and on this page by clicking on Section name below.

STEP 1) Facility Information OPEN

This section contains your facility's general information such as business classification, business location, operating schedule and contact information. You can also inform AQMD about your business operating status changes. **Start Here**

STEP 2) Build Reporting Structure OPEN

This section is for specifying combustion fuels used in your facility as well as identifying and/or adding emission sources for your facility to the pre-loaded facility permit profile.

STEP 3) Report Process / Emissions OPEN

This section contains worksheets for reporting your processes, throughput (usage of materials/fuels), emission factors, and other activity data, and calculating emissions for all emissions sources identified in "Set-up Reporting Structure".

STEP 4) Summaries OPEN

This section allows you to review the resulting emissions from your facility's permitted and non-permitted emission sources. This section also includes detailed report on all fees and amount due.

[AQMD web site Home](#) | [AER Web Site](#) | [Submit question/comment](#) | [Ecotek Web Site](#) | [Report a Bug](#)

Facility General Information



Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

Facility Information

General

Address

Other Information

Contacts

Operating Schedule

GHG Additional Info

Status Update

Build Reporting Structure

Combustion Fuels

Emission Sources (ES)

Report Process/Emissions

Summaries

Data Validation

Report Submission

Facility Information

This section contains your facility's general information such as business classification, business location, operating schedule and contact information. You can also inform AQMD about your business operating status changes, such as location address change, provide status update, or request an exemption from future emission reports.

General Facility Info

Facility ID	999921
Reporting Year	2013
RECLAIM	<input checked="" type="checkbox"/>
RECLAIM Designation	R1N
Title V	<input checked="" type="checkbox"/>
AB2588	<input checked="" type="checkbox"/>
- AB2588 Phase	1A
- AB2588 Reporting Year	<input type="checkbox"/>

County	LOS ANGELES ▾
Air Basin	SOUTH COAST ▾

Latitude	<input type="text"/>
Longitude	<input type="text"/>

Address

Facility General Information Cont.

Facility Information

General

Address

Other Information

Contacts

Operating Schedule

GHG Additional Info

Status Update

Build Reporting Structure

Combustion Fuels

Emission Sources (ES)

Report Process/Emissions

Summaries

Data Validation

Report Submission

Check here for Small Business as defined in [Rule 102](#).

Check this box to report non-routine emissions such as Upsets, Break-down, Spills, Start-up, Shut-down, and Turn-around.

Contacts

Main Contact

First Name	<input type="text" value="Mike"/>	*
Last Name	<input type="text" value="Meskal"/>	*
Title	<input type="text" value="VP"/>	
Telephone #	(<input type="text" value="714"/>) <input type="text" value="596-8836"/>	* Ext. <input type="text" value="305"/>
Fax #	(<input type="text" value="714"/>) <input type="text" value="596-8837"/>	
Email	<input type="text" value="mmeskal@ecotek.com"/>	*

Preparer

Same as Main Contact

Authorized Facility Representative

Same as Main Contact

Operating Schedule

Average Hours Per Day	<input type="text" value="8"/>	*
Average Days Per Week	<input type="text" value="5"/>	*
Average Weeks Per Year	<input type="text" value="52"/>	*

Additional GHG Information

No additional information is required.

Save updated information

You must click the following button if changes in this form should be saved.

Click on **Save**, then **Next** and continue until you have completed all sections of “**Facility Information**” including “**Status Update**”

Facility General Information Cont.



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Air Quality Management District

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Logout | Edit Profile

AER Home Access Facility Facility Home

Facility ID: 999921 · ABC · Reporting period: 2014

Facility ID: 999921

Form data is successfully saved.

Facility Information

Status Update

Facility ID 999921

Facility Shutdown

Change of Ownership

Change in Equipment Location

Emissions are zero for this year's report, or emissions reduced by 50%

Explanation

Exemption Request

Use of Alternative Calculation methodology

Other

Save updated information

You must click the following button if changes in this form should be saved.

Save **Next**

The **Next** button on “**Status Update**” page will take you to “**Combustion Fuels**” in “**Build Reporting Structure**”

Combustion Fuels

Select all combustion fuels used in your facility on this screen.
To add a fuel, click on [Add New Fuel](#).

The screenshot shows the South Coast Air Quality Management District (AQMD) web application interface. The header includes the AQMD logo and navigation links like 'AER Home', 'Access Facility', and 'Facility Home'. The main content area is titled 'Combustion Fuels Specification' and contains a text box with instructions: 'Specify all the combustion fuels (fuels being burned) used in your facility during the reporting year (do not include fuels used exclusively in vehicles)'. Below this is a table with columns for Action, Fuel Name, HHV, Default, Comment, and Data Source Name. The table lists two fuels: Distillate Fuel Oil No. 2 and Propane. A red box highlights the 'Add New Fuel' button, and a red arrow points to it from the text above. A 'Next' button is located at the bottom right of the table area.

Facility ID: 999921

Facility ID: 999921 · ABC · Reporting period: 2013

Combustion Fuels Specification

Specify all the combustion fuels (fuels being burned) used in your facility during the reporting year (do not include fuels used exclusively in vehicles).

[Add New Fuel](#)

Action	Fuel Name	HHV	Default	Comment	Data Source Name
Open	Distillate Fuel Oil No. 2	138.00	YES		
Open	Propane	91.00	YES		

[Next](#)

[AQMD web site Home](#) | [AER Web Site](#) | [Submit question/comment](#) | [Ecotek Web Site](#) | [Report a Bug](#)

Adding Combustion Fuel

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AER Home Access Facility Facility Home

Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

Edit Combustion Fuel Data

Fuel	Propane
HHV	<input checked="" type="checkbox"/> Use Default 91.00 mmBtu/1000 gallon
Comment	<input type="text"/>

or [Cancel](#)

[AQMD web site Home](#) | [AER Web Site](#) | [Submit question/comment](#) | [Ecotek Web Site](#) | [Report a Bug](#)

Emission Sources (ES)

- **The New 2013 AER reporting system is based on “Device” level as Emission Source (ES):**
 - **For example: A permitted unit (1 A/N) consisting of a dryer and a printing press has to be reported as 2 devices (2 ES).**
- **List of permits and if available devices will be preloaded for each facility. If list of devices is not available in the AQMD database, the user has to enter the devices (if permitted appropriate permit and application number).**

Emission Sources (ES)

This screen displays a list of Application Numbers, and Devices if available from AQMD permitting Database. Each device has been assigned Emission Source (ES) ID.

South Coast AQMD Air Quality Management District

Logout | Edit Profile

AER Home Access Facility Facility Home

Facility ID: 999921

Facility Information

Build Reporting Structure

Combustion Fuels

Emission Sources (ES)

Report Process/Emissions

Summaries

Data Validation

Report Submission

Facility ID: 999921 · ABC · Reporting period: 2013

Build Reporting Structure

Emission Sources (ES) Classification

This section contains facility permit profile. Please make sure that every device has a specified Emission Source (ES). New emission sources can also be added.

EPA TANKS Software DATA IMPORT - [Click here](#) for more instructions.

Displaying 36 emission sources. You can use filter to narrow down selection.

A/N Permit NO

AER Device ID Permit Device ID

[Search Emission Sources](#)

[Add New Emission Source](#)

Search: [Print Preview](#)

Action	A/N	Permit NO	Permit Device ID	Permit Equipment Description	AER Device ID	ES Name	Source Group	Has Emissions	Equipment	ES Status	Process Reference
Open	537024	G123	D22	TANK CHROME PLATING HEXAVALENT	ES36			N		Work in progress	
Open	398164	F65902	D20	HEATER/FURNACE (5-20 MMBTU/HR) NAT GAS	ES34			N		Work in progress	

To add a new Emission Source, Click on [Add New Emission Source](#)

ES Cont.

Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

Facility Information

Build Reporting Structure

Combustion Fuels

Emission Sources (ES)

Report Process/Emissions

Summaries

Data Validation

Report Submission

Build Reporting Structure

Emission Sources (ES) Classification

This section contains facility permit profile. Please make sure that every device has a specified Emission Source (ES). New emission sources can also be added.

EPA TANKS Software DATA IMPORT - [Click here](#) for more instructions.

Displaying 36 emission sources. You can use filter to narrow down selection.

A/N Permit NO
 AER Device ID Permit Device ID

[Search Emission Sources](#)

[Add New Emission Source](#)

Search:

[Print Preview](#)

Action	A/N	Permit NO	Permit Device ID	Permit Equipment Description	AER Device ID	ES Name	Source Group	Has Emissions	Equipment	ES Status	Process Reference
Open	537024	G123	D22	TANK CHROME PLATING HEXAVALENT	ES36			N		Work in progress	
Open	398164	F65902	D20	HEATER/FURNACE (5-20 MMBTU/HR) NAT GAS	ES34			N		Work in progress	
Open	309722	D94972	D21	TANKS, NICKEL PLATING LINE	ES35			N		Work in progress	
Open	312183	D96650	D19	BOILER (5-20 MMBTU/HR) NAT GAS ONLY	ES33	Boiler #2	External Combustion	Y	Boiler <10 MMBTU/HR	Work in progress	Reference

To define each pre-loaded Emission Source Click on **Open**

ES Cont.

South Coast Air Quality Management District

Logout | Edit Profile

AER Home Access Facility Facility Home

Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

- Facility Information
- Build Reporting Structure
 - Combustion Fuels
 - Emission Sources (ES)
- Report Process/Emissions
- Summaries
- Data Validation
- Report Submission

Edit Emission Source

Providing correct information and proper selection categories would help to classify emission source.

Permitted	<input checked="" type="checkbox"/>
A/N	312183
Permit No	D96650
Permit Device ID	D19
Permit Equipment Description	BOILER (5-20 MMBTU/HR) NAT GAS ONLY
AER Device ID	ES33
ES Name	<input type="text" value="Boiler #2"/>
Operating ES Status	<input type="text" value="Normal Operation"/>
Comment	<input type="text"/>
Emission Source Group	<input type="text" value="External Combustion"/> Determine Emission Source Group Type
Equipment	Boiler <10 MMBTU/HR
Design Capacity	<input type="text" value="8"/> MILLION BTU PER HOUR

or or [Cancel](#)

Provide a Name for the ES. Then select "ES Status" to specify the operating status. Click on **Determine Emission Source Group Type** (See Next Slide)

ES Cont.



Facility ID: 999921 - ABC - Reporting period: 2013

Determine Emission Source Group Type

Permitted	A/N	Permit No	Permit Device ID	Permit Equipment Description	AER Device ID	ES Name
Yes	312183	D96650	D19	BOILER (5-20 MMBTU/HR) NAT GAS ONLY	ES33	Boiler #2

1. External Combustion Equipment (e.g., boiler, dryer, oven, furnace, heater, afterburner, flare, kiln or incinerator) [click here](#) to select one the following Equipment:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Boiler <10 MMBTU/HR | <input type="checkbox"/> Furnace >100 MMBTU/HR |
| <input type="checkbox"/> Boiler 10-100 MMBTU/HR | <input type="checkbox"/> Heater <10 MMBTU/HR |
| <input type="checkbox"/> Boiler >100 MMBTU/HR | <input type="checkbox"/> Heater 10-100 MMBTU/HR |
| <input type="checkbox"/> Oven <10 MMBTU/HR | <input type="checkbox"/> Heater >100 MMBTU/HR |
| <input type="checkbox"/> Oven 10-100 MMBTU/HR | <input type="checkbox"/> Space/Water heater - not related to a process <10 MMBTU/HR |
| <input type="checkbox"/> Oven >100 MMBTU/HR | <input type="checkbox"/> Afterburner <10 MMBTU/HR |
| <input type="checkbox"/> Dryer <10 MMBTU/HR | <input type="checkbox"/> Afterburner 10-100 MMBTU/HR |
| <input type="checkbox"/> Dryer 10-100 MMBTU/HR | <input type="checkbox"/> Afterburner >100 MMBTU/HR |
| <input type="checkbox"/> Dryer >100 MMBTU/HR | <input type="checkbox"/> Kilns |
| <input type="checkbox"/> Furnace <10 MMBTU/HR | <input type="checkbox"/> Incinerator |
| <input type="checkbox"/> Furnace 10-100 MMBTU/HR | <input type="checkbox"/> Flare |

If this combustions source (device) also results in Process

Save

Cancel

Click on the applicable Emission Source Group Type for each ES and select the applicable equipment type then **Save**

ES Cont.

South Coast Air Quality Management District

Logout | Edit Profile

AER Home Access Facility Facility Home

Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

- Facility Information
- Build Reporting Structure
 - Combustion Fuels
 - Emission Sources (ES)
- Report Process/Emissions Summaries
- Data Validation
- Report Submission

Edit Emission Source

Providing correct information and proper selection categories would help to classify emission source.

Permitted	<input checked="" type="checkbox"/>
A/N	312183
Permit No	D96650
Permit Device ID	D19
Permit Equipment Description	BOILER (5-20 MMBTU/HR) NAT GAS ONLY
AER Device ID	ES33
ES Name	<input type="text" value="Boiler #2"/>
Operating ES Status	<input type="text" value="Normal Operation"/> *
Comment	<input type="text"/>
Emission Source Group	External Combustion <input type="button" value="Determine Emission Source Group Type"/> *
Equipment	Boiler <10 MMBTU/HR
Design Capacity	<input type="text" value="8"/> <input type="text" value="MILLION BTU PER HOUR"/>

or or [Cancel](#)

Optional:

To choose to define all Emission Sources prior to reporting emissions (Navigation path #1), click on **Save and Return to List of Emission Sources**

ES Cont.



South Coast
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Logout | Edit Profile

AER Home Access Facility Facility Home






Facility ID: 999921

- Facility Information
- Build Reporting Structure
- Combustion Fuels
- Emission Sources (ES)
- Report Process/Emissions
- Summaries
- Data Validation
- Report Submission

Facility ID: 999921 · ABC · Reporting period: 2013

Form data is successfully saved.

Build Reporting Structure

Emission Sources (ES) Classification

This section contains facility permit profile. Please make sure that every device has a specified Emission Source (ES). New emission sources can also be added.

EPA TANKS Software DATA IMPORT - [Click here](#) for more instructions.

Displaying 36 emission sources. You can use filter to narrow down selection.

A/N

AER Device ID

Permit NO

Permit Device ID

Search Emission Sources

[Add New Emission Source](#)

Search:
Print Preview

Action	A/N	Permit NO	Permit Device ID	Permit Equipment Description	AER Device ID	ES Name	Source Group	Has Emissions	Equipment	ES Status	Process Reference
Open	537024	G123	D22	TANK CHROME PLATING HEXAVALENT HEATER/SURFACE	ES36			N		Work in progress	

Based on the Information provided in previous 2 screens, the application will populate the overview table to initiate the reporting process on the emissions worksheets. You can either continue defining the rest of your emission sources or ...

ES Cont.

South Coast Air Quality Management District

Logout | Edit Profile

AER Home Access Facility Facility Home

Facility ID: 999921

Facility ID: 999921 · ABC · Reporting period: 2013

Edit Emission Source

Providing correct information and proper selection categories would help to classify emission source.

Permitted	<input checked="" type="checkbox"/>
A/N	312183
Permit No	D96650
Permit Device ID	D19
Permit Equipment Description	BOILER (5-20 MMBTU/HR) NAT GAS ONLY
AER Device ID	ES33
ES Name	<input type="text" value="Boiler #2"/>
Operating ES Status	<input type="text" value="Normal Operation"/> *
Comment	<input type="text"/>
Emission Source Group	External Combustion Determine Emission Source Group Type *
Equipment	Boiler <10 MMBTU/HR
Design Capacity	<input type="text" value="8"/> MILLION BTU PER HOUR

[Save and return to List of Emission Sources](#) or [Save and proceed to Process Reporting](#) or [Cancel](#)

Optional: [Save and Mark as Completed](#)

If you choose to report your process emissions immediately after defining each ES (Navigation path #2), click on **Save and Proceed to Process Reporting**

ES Cont.



Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

Form data is successfully saved.

Facility Information

Build Reporting Structure

Build Reporting Structure

Process References

A/N	Permit NO	Permit Device ID	Permit Device Description	AER Device ID	ES Name	Source Group	Emissions?	Equipment	ES Status
312183	D96650	D19	BOILER (5-20 MMBTU/HR) NAT GAS ONLY	ES33	Boiler #2	External Combustion	Y	Boiler <10 MMBTU/HR	Work in progress

Process ID

Source Group

Process Name

Process Status

Operation Type

P1

External Combustion

Work in progress

routine

Add Process

OK

Search Emission Sources

Click on P1 to open the initiated Process to Report Emissions (see next slide)

Switch from ES to Process

South Coast
Air Quality Management District

AER Home
Access Facility
Facility Home

Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

[Facility Information](#)
[Build Reporting Structure](#)
[Combustion Fuels](#)
[Emission Sources \(ES\)](#)
[Report Process/Emissions](#)

- Combustion
 - External Combustion
 - [Internal Combustion](#)
- Use of organics
 - [Spray Coating/Spray Booth](#)
 - [Other Use of Organics](#)
- Storage Tanks
- Fugitive Components
- [Other Processes](#)
- Process Upset

[Summaries](#)
[Data Validation](#)
[Report Submission](#)

[« Back to Emission Source Process Reference](#)

External Combustion

Please provide specific information for every process associated with your external combustion Emission Sources including usage, emission factor and control efficiency (if any). **You must select Fuel and throughput units before reporting emissions.** Detail instructions are available by clicking on Help icon in the tool bar.

Optional: Mark as Completed

	AER Device ID	Permit Device ID	A/N	Process ID	Rule #	Equipment	Fuel
Open	ES33	D19	312183	P1	1121	Boiler <10 MMBTU/HR	Propane

[Click here to delete](#) this process.

Throughput

	Annual Throughput	Criteria/Toxic Throughput	GHG Throughput
Open	600.0 gal	0.6 M gal	600.0 gal

[Suggest Defaults](#) if available for criteria and GHG pollutants.

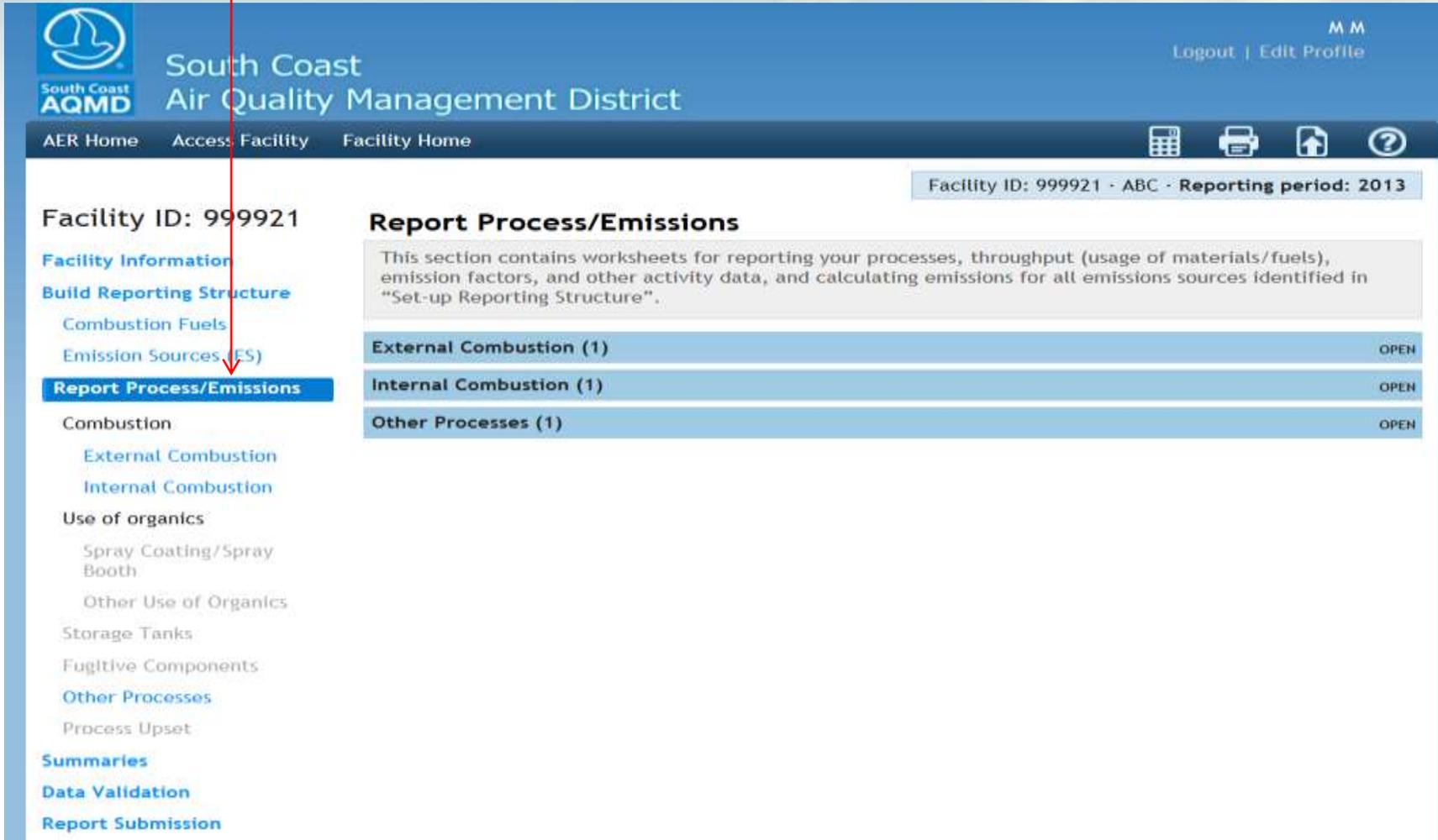
Criteria Emissions (lbs)

	Pollutant	EF	Unit	EF Data Source	Overall CE	Emissions
Open	VOC	0.26	lbs / M gal	AQMD default		0.16
Open	NOx	12.80	lbs / M gal	AQMD default		7.68
Open	SOx	4.60	lbs / M gal	AQMD default		2.76
Open	CO	3.20	lbs / M gal	AQMD default		1.92
Open	PM	0.28	lbs / M gal	AQMD default		0.17

Toxic (TAC/ODC) Emissions (lbs)

Access Emissions Worksheets

Click on “[Report Process/Emissions](#)” to see a list of all worksheets that were assigned based on information provided on Emission Sources section



The screenshot shows the South Coast AQMD website interface. The top navigation bar includes 'AER Home', 'Access Facility', and 'Facility Home'. The main content area displays 'Facility ID: 999921' and 'Reporting period: 2013'. The 'Report Process/Emissions' section is highlighted in the left sidebar, and a red arrow points to it. The main content area shows a list of worksheets: 'External Combustion (1)', 'Internal Combustion (1)', and 'Other Processes (1)', each with an 'OPEN' button.

South Coast Air Quality Management District

Logout | Edit Profile

AER Home Access Facility Facility Home

Facility ID: 999921 - ABC - Reporting period: 2013

Report Process/Emissions

This section contains worksheets for reporting your processes, throughput (usage of materials/fuels), emission factors, and other activity data, and calculating emissions for all emissions sources identified in "Set-up Reporting Structure".

External Combustion (1)	OPEN
Internal Combustion (1)	OPEN
Other Processes (1)	OPEN

Facility Information

Build Reporting Structure

Combustion Fuels

Emission Sources (ES)

Report Process/Emissions

Combustion

- External Combustion
- Internal Combustion

Use of organics

- Spray Coating/Spray Booth
- Other Use of Organics

Storage Tanks

Fugitive Components

Other Processes

Process Upset

Summaries

Data Validation

Report Submission

Click on the worksheet you want to work on. If you click on Internal Combustion...

(see next slide)

Internal Combustion Process List

By clicking on each worksheet name, a list of all processes for the worksheet will be displayed.

The screenshot shows the user interface for the South Coast Air Quality Management District. The header includes the logo, the name 'South Coast Air Quality Management District', and user options like 'Logout | Edit Profile'. A navigation bar contains 'AER Home', 'Access Facility', and 'Facility Home', along with icons for calculator, printer, home, and help. A status bar displays 'Facility ID: 999921 · ABC · Reporting period: 2013'. The left sidebar lists various categories, with 'Internal Combustion' highlighted. The main content area is titled 'Internal Combustion' and contains a text box with instructions: 'Please provide specific information for every process associated with your internal combustion Emission Sources including usage, emission factor, and control efficiency (if any). You must select Fuel and throughput units before reporting emissions. Detailed instructions are available by clicking on Help icon in the tool bar.' Below this is the 'Internal Combustion Process List Overview' section, which includes an 'Add New' button and a 'Print Preview' button. A table lists process details, with the first row containing an 'Open' link, 'ES13', 'D8', '555555', 'P1', 'Work in Progress', 'Stationary I.C. Engines, 4 Stroke-Rich Burn', and 'Distillate Fuel Oil No. 2'. A search box is located at the bottom right of the table area.

Facility ID: 999921

Internal Combustion

Please provide specific information for every process associated with your internal combustion Emission Sources including usage, emission factor, and control efficiency (if any). **You must select Fuel and throughput units before reporting emissions.** Detailed instructions are available by clicking on Help icon in the tool bar.

Internal Combustion Process List Overview

[Add New](#) [Print Preview](#)

	AER Device ID	Permit Device ID	A/N	Process ID	Status	Equipment	Fuel
Open	ES13	D8	555555	P1	Work in Progress	Stationary I.C. Engines, 4 Stroke-Rich Burn	Distillate Fuel Oil No. 2

Search:

Click "Open" to open the Process you want to work on

Worksheet Organization

Each worksheet has the following that need to be completed in this order:

- 1) **First Complete the Process (select fuel or activity or material type),**
- 2) **Enter fuel or throughput and specify units,**
- 3) **For combustion worksheets, toxic defaults are automatically assigned (after you select fuel type). For criteria and GHG defaults, you have to click on “Suggest Defaults...”**
- 4) **For other worksheets, select pollutant and enter Emission Factor and Emission Factor Data Source**
- 5) **Emissions will be calculated and displayed for each process.**
- 6) **Review Summaries in summary tables**

Worksheet Main Sections

AER Home Access Facility Facility Home

Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

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Combustion Fuels
Emission Sources (ES)
Report Process/Emissions

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Use of organics
Spray Coating/Spray Booth
Other Use of Organics
Storage Tanks
Fugitive Components
Other Processes
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Internal Combustion

Please provide specific information for every process associated with your internal combustion Emission Sources including usage, emission factor, and control efficiency (if any). You must select Fuel and throughput units before reporting emissions. Detailed instructions are available by clicking on Help icon in the tool bar.

Process Optional: Mark as Completed

	AER Device ID	Permit Device ID	A/N	Process ID	Rule #	Equipment	Fuel
Open	ES13	D8	555555	P1	1470	Stationary I.C. Engines, 4 Stroke-Rich Burn	Distillate Fuel Oil No. 2

Click here to [delete](#) this process.

Throughput

	Annual Throughput	Criteria/Toxic Throughput	GHG Throughput
Open	2,000.0 bbl	84.0 M gal	84,000.0 gal

[Suggest Defaults](#) if available for criteria and GHG pollutants.

Criteria Emissions (lbs)

	Pollutant	EF	Unit	EF Data Source	Overall CE	Emissions
Open	VOC	37.50	lbs / M gal	AQMD default		3,150.00
Open	NOx	395.00	lbs / M gal	Source Test		33,180.00
Open	SOx	0.21	lbs / M gal	AQMD default		17.64
Open	CO	102.00	lbs / M gal	AQMD default		8,568.00
Open	PM	33.50	lbs / M gal	AQMD default		2,814.00

Step 1) Process Info: Click **Open** to complete

Step 2) Throughput Info: Click **Open** to complete

Step 3) **Suggest Defaults** will assign criteria and GHG defaults (if available)

Process Information

Edit Emission Process - Internal Combustion

AER Device ID	Permit Device ID	A/N	Process ID	Rule #	Equipment	Fuel
ES13	D8	555555	P1		Stationary I.C. Engines, 4 Stroke-Rich Burn	

AER Device ID	ES13	AER Device Name	Primary pump
PERMITTED	AN: 555555	Permit Device ID	D8
Process ID	P1	Process Name	Primary Fuel
Process Comment	<input type="text"/>		
Fuel	Distillate Fuel Oil No. 2 ▼ *		
Rule #	1470 ▼	* Add Rule	
Equipment	Stationary I.C. Engines, 4 Stroke-Rich Burn ▼		

Save **Cancel**

The drop list consists of the fuels listed in the [Combustion Fuels](#) section. Select fuel type before you proceed (fuel type determines corresponding throughput units and assigns default EFs).

Throughput

Based on fuels selected, different options for throughput units will be offered:

AER Device ID	Permit Device ID	A/N	Process ID	Rule #	Equipment	Fuel
ES13	D8	555555	P1	1470	Stationary I.C. Engines, 4 Stroke-Rich Burn	Distillate Fuel Oil No. 2

Annual Throughput

Fuel Usage (Annual Throughput) * *

Throughput Type *

Fuel Usage Comment

You have to list throughput and throughput units, then save.

You can also provide optional data.

Application will automatically convert throughput to units needed to calculate criteria and GHG emissions.

Throughput

	Annual Throughput	Criteria/Toxic Throughput	GHG Throughput
Open	2,000.0 bbl	84.0 M gal	84,000.0 gal

Using Criteria & GHG Defaults



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Internal Combustion

Please provide specific information for every process associated with your internal combustion Emission Sources including usage, emission factor, and control efficiency (if any). **You must select Fuel and throughput units before reporting emissions.** Detailed instructions are available by clicking on Help icon in the tool bar.

Optional: [Mark as Completed](#)

	AER Device ID	Permit Device ID	A/N	Process ID	Rule #	Equipment	Fuel
Open	ES13	D8	555555	P1	1470	Stationary I.C. Engines, 4 Stroke-Rich Burn	Distillate Fuel Oil No. 2

[Click here to delete](#) this process.

Throughput

	Annual Throughput	Criteria/Toxic Throughput	GHG Throughput
Open	2,000.0 bbl	81.0 M gal	84,000.0 gal

[Suggest Defaults](#) available for criteria and GHG pollutants.

Criteria Emissions (lbs)

	Pollutant	EF	Unit	EF Data Source	Overall CE	Emissions
Open	VOC	37.50	lbs / M gal	AQMD default		3,150.00
Open	NOx	395.00	lbs / M gal	Source Test		33,180.00
Open	SOx	0.21	lbs / M gal	AQMD default		17.64
Open	CO	102.00	lbs / M gal	AQMD default		8,568.00
Open	PM	33.50	lbs / M gal	AQMD default		2,814.00

Click on [Suggest defaults](#) to populate criteria and GHG defaults, if available.

Entering Site Specific EF

To enter specific EF, select pollutant, un-check Use Default, enter specific EF value and select Emissions Factor Data Source. The other data fields are optional.

Open Criteria Emission Information - Internal Combustion

AER Device ID	Permit Device ID	A/N	Process ID	Rule #	Equipment	Fuel
ES13	D8	555555	P1	1472	Stationary I.C. Engines, 4 Stroke-Rich Burn	Distillate Fuel Oil No. 2
Annual Throughput		Criteria/Toxic Throughput			GHG Throughput	
2,000.0 bbl		84.0 M gal			84,000.0 gal	

Throughput used to calculate emissions: 84.0 M gal

Pollutant: **NOx - Nitrogen Oxides**

Emission Factor (EF): **395.00** * lbs/M gal

Use default
 RECLAIM

Emission Factor Comment:

Emission Factor Data Source: **Source Test**

Emissions: 39,396.00 lbs

Emissions are automatically calculated and transferred to summaries.

Choose Different Worksheets

South Coast Air Quality Management District

Facility ID: 999921 · ABC · Reporting period: 2013

Other Processes

This reporting screen is for reporting activity data for other processes used in your facility which were not covered in previous reporting screens. Please provide specific information for every associated emission source. **You must select Activity and throughput units before reporting emissions.** If the operation of such sources involves burning fuels, make sure emissions generated from burning fuels are reported separately. Combined emissions can also be reported here; however, it must be substantiated to avoid double reporting. Detailed instructions are available by clicking on Help icon in the tool bar.

Other Process Emissions Process List Overview

[Add New](#) [Print Preview](#)

	AER Device ID	Permit Device ID	A/M	Process ID	Status	Activity	Throughput	Units
Open	ES8	D6	C17113	P1	Work in Progress	Miscellaneous Operations and Services : Others - Not Classified : Operations & Maintenance : Annual Emissions	100.00	gal

Search:

Select different worksheets from the left menu. To select process, click on [Open](#).

General Worksheet Approach

Facility ID: 999921 · ABC · Reporting period: 2013

Facility ID: 999921

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Build Reporting Structure

- Combustion Fuels
- Emission Sources (ES)

Report Process/Emissions

- Combustion
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 - Internal Combustion
- Use of organics
 - Spray Coating/Spray Booth
 - Other Use of Organics
- Storage Tanks
- Fugitive Components
- Other Processes**
- Process Upset

Other Processes

This reporting screen is for reporting activity data for other processes used in your facility which were not covered in previous reporting screens. Please provide specific information for every associated emission source. **You must select Activity and throughput units before reporting emissions.** If the operation of such sources involves burning fuels, make sure emissions generated from burning fuels are reported separately. Combined emissions can also be reported here; however, it must be substantiated to avoid double reporting. Detailed instructions are available by clicking on Help icon in the tool bar.

Process Optional: Mark as Completed

	AER Device ID	Permit Device ID	A/N	Process ID	Rule #	Activity
Open	ES8	D6	C17113	P1		

Click here to [delete](#) this process.

Throughput

	Annual Throughput
Open	

Criteria Emissions (lbs)

	Pollutant	EF	Unit	Controlled EF	EF Data Source	Overall CE	Emissions
Add New							

Toxic (TAC/ODC) Emissions (lbs)

	TAC/ODC Group	CAS #	EF	Unit	Controlled EF	EF Data Source	Overall CE	Emissions
Add New								

GHG Emissions (kilograms)

	Pollutant	EF	Unit	EF Data Source	EF Methodology	Emissions	Units	GWP	CO2e
Add New									

Step 1) Process info: Click [Open](#) to complete

Step 2) Throughput info: Click [Open](#) to complete

Step 3) Emissions: Click [Add New](#) to select pollutant or TAC and complete. For example select VOC for pollutant and enter data for VOC

Entering VOC Data

Select pollutant, enter EF, EF Data Source, and Overall Control Efficiency, if any. Emissions will be automatically calculated and transferred.

Open Criteria Emission Information - Other Processes					
AER Device ID	Permit Device ID	A/N	Process ID	Rule #	Activity
ES8	D6	C17113	P1	1140	Miscellaneous Operations and Services : Others - Not Classified : Operations & Maintenance
Annual Throughput					
100.0 gal					
Pollutant	VOC *				
Emission Factor (EF)	1.2000 * lbs/gal				
	<input type="checkbox"/> Controlled EF value (mark checkbox if EF listed represents EF determined after control)				
Overall Control Efficiency	0.80000				
Emission Factor Comment					
Emission Factor Data Source	MSDS *				
Emissions	24.00 lbs				

Review Summaries

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Criteria Pollutants Summary

Permitted Emissions Summary

	VOC (tons)	SPOG (tons)	NOx (tons)	NOx RECLAIM (tons)	SOx (tons)	SOx RECLAIM (tons)	CO (tons)	PM (tons)
External Combustion								
Internal Combustion	1.58			16.59	0.01		4.28	1.41
Spray Coating/ Spray Booth								
Other Use of Organics								
Storage Tanks								
Fugitive Components								
Other Process Emissions	0.01							
Shutdown/Startup /Turnaround and Upsets								
Total Permitted Emissions	1.59	0.00	0.00	16.59	0.01	0.00	4.28	1.41

Non-Permitted Emissions Summary

	VOC (tons)	SPOG (tons)	NOx (tons)	NOx RECLAIM (tons)	SOx (tons)	SOx RECLAIM (tons)	CO (tons)	PM (tons)
External Combustion								
Internal Combustion								
Spray Coating/ Spray Booth								
Other Use of Organics								
Storage Tanks								
Fugitive Components								
Other Process Emissions								
Shutdown/Startup /Turnaround and Upsets								
Total Non-Permitted Emissions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Summaries Cont.

Facility ID: 999921

- Facility Information
- Build Reporting Structure
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 - Toxic (TAC/ODC) Pollutants**
 - GHG Pollutants
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TAC/ODC Pollutants Summary

Toxic Air Contaminants (TAC) / Ozone Depleting Compounds (ODC) Emissions and Fees Summary

TAC Group	TAC / ODC	Reference	Annual Emissions (lbs)	Emissions Subject to Fee (lbs)	Fee Rates (\$/lbs)	Fee Due
32	Ammonia	Reference	2.436e+2	244	0.03	7.32
1	Asbestos					
2	Benzene	Reference	1.565e+1	16	1.97	31.52
3	Beryllium					
4	Butadiene [1,3]	Reference	1.826e+1	18	5.85	105.30
5	Cadmium	Reference	1.260e-1	0	5.85	0.00
6	Carbon tetrachloride					
7	Chlorinated dioxins and dibenzofurans					
8	1,4-Dioxane					
9	Ethylene dibromide {1,2-Dibromoethane}					
10	Ethylene dichloride {1,2-Dichloroethane}					
11	Ethylene oxide					
12	Formaldehyde	Reference	1.450e+2	145	0.43	62.35
13	Chromium, hexavalent (and compounds)	Reference	8.400e-3	0	7.79	0.00
14	Arsenic and Compounds (inorganic)	Reference	1.344e-1	0	5.85	0.00
15	Lead compounds (inorganic)	Reference	6.972e-1	1	1.97	1.97
16	Methylene chloride {Dichloromethane}					
17	Nickel	Reference	3.276e-1	0	3.88	0.00
18	Perchloroethylene {Tetrachloroethene}					
19	PAHs [PAH, POM]	Reference	4.696e+0	5	5.85	29.25
20	Trichloroethylene					
21	Vinyl chloride					
22	Fluorocarbons (chlorinated)					
	Methyl chloroform [1,1,1-]					

References

Reference	Process Type	Emissions (lbs)
ES13	P1 Internal Combustion	1.565e+1
ES33	P1 External Combustion	4.259e-4

[OK](#)

Summaries Cont.



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GHG Pollutants Summary

	CO2 (excluding biogenic) [metric ton]	CH4 [metric ton]	N2O [metric ton]	CO2e (excluding biogenic) [metric ton]	CO2b (biogenic) [metric ton]
External Combustion	3.4	0.00	0.000	3.4	
Internal Combustion					
Spray Coating/ Spray Booth					
Other Use of Organics					
Storage Tanks					
Fugitive Components					
Other Process Emissions					
Shutdown/Startup /Turnaround and Upsets					
Total Emissions	3.4	0.00	0.000	3.4	0.0

Summaries Cont.

Facility ID: 999921

Fees

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Total Emissions and Fees

	Total Permitted Emissions (tons)	Total Non-Permitted Emissions (tons)	Total RECLAIM Emissions (tons)	Total Emissions (tons)	Total Emissions Subject to Fees (tons)	Emission Fees Due
Organic Gases	1.59	0.00		1.59	0	\$ 0.00
Specific Organics	0.00	0.00		0.00	0	\$ 0.00
Nitrogen Oxides	0.00	0.00	16.59	16.59	17	\$ 4,579.68
Sulfur Oxides	0.01	0.00	0.00	0.01	0	\$ 0.00
Carbon Monoxide	4.28	0.00		4.28	0	\$ 0.00
Particulate Matter	1.41	0.00		1.41	0	\$ 0.00

1.	Total emission fees for all criteria pollutants	\$ 4,579.68
2.	Toxic air contaminants/ ozone depleter fees	\$ 239.68
3.	Total fees due	\$ 4,819.36
4.	Installments Paid For 2013 (if any): All Criteria Pollutants	\$ 3,200.00
5.	Installments Paid For 2013 (if any): Toxic Air Contaminants/Ozone Depleters	\$ 200.00
6.	Balance Due (Line 3 - Line 4 - Line 5)	\$ 1,419.36
7.	Late Payment Surcharge (enter the postmark date to calculate the late payment surcharge)	Report Deadline 3/4/2014 Estimated Postmark Date (MM/DD/YYYY) 03/03/2014 Late Payment Surcharge \$ 0.00
8.	Amount Due (Line 6 + Line 7) Please write AER Facility ID#(s) and 2013 AER on the check	\$ 1,419.36

Save

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Data Validation



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Rule	ES/Process	Type of Errors or Warnings
V01	ES1	Error: This field is mandatory, but is missing. (Emission Source Operating Status)
V01	ES8 P1	Error: This field is mandatory, but is missing. (Emission Factor)
V01	ES8 P1	Error: This field is mandatory, but is missing. (Emission Factor Data Source)
V10	ES8 P1	Warning: VOC toxic Overall Control Efficiency value you have entered is higher than usual, please verify. Please explain this value entered in Emission Factor Comment.

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1. Validation check:
 - **Errors: 0**
 - **Warnings: 0**
2. Please review the [Summary](#) before submitting your report.
3. Submittal Date (MM/DD/YYYY):
 - Today: 1/8/2014
 - Facility Report Deadline: 3/4/2014
4. [Submit Report](#)

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Print Submittal Forms

Please print the submittal forms, sign the **Signature Sheet** (a check for fees due, if applicable) and mail to the SCAQMD.

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Report Submission

Successfully submitted. Please remember that if any changes are needed, the Amendment needs to be submitted.

Please Print the submittal forms:

1. [Signature Sheet \(Form X\)](#)
Sign the Signature Sheet and be sure to mail them on time.
2. [Facility Status Update](#)
3. [Fees Due Summary](#)
4. [Toxic Air Contaminants and Ozone Depletes Emissions/Fee Summary](#), if applicable Other Toxic Air Contaminants Emissions Summary (only applicable to AB2588 facilities for their quadrennial report)
5. [Confirmation](#)

Please remember that all records and calculations used in completing this report are recommended to be retained for a minimum of five years. Please make a copy of complete submittal including supporting documentations and complete printout.

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