

San Diego County Air Pollution Control District



**Virtual Training Webinar
Data for Calendar Year 2023 Emission Inventory
February 26, 2024**

Agenda

Program Overview

District Rule 19.3

CARB Criteria and Toxics Reporting (CTR)

Data Requests

Timeline & Extensions

What's New for Data Year 2023

Resources

Calculation Methods

Contacts

Q&A





Rule 19.3 Applicability

CARB AB2588 Hot Spots Program (Toxic)

- **Every 4 years**
 - Toxic Emissions, Appendix A of the EICG
 - Prioritization Scores
 - HRA Requirements if applicable

<https://ww2.arb.ca.gov/our-work/programs/ab-2588-air-toxics-hot-spots>

CARB Criteria & Toxics Reporting (CTR)

- **Annual**
 - Mandatory Reporting Regulation Greenhouse Gas Facilities
 - Criteria > 250 tpy
 - Elevated Risk

<https://ww2.arb.ca.gov/our-work/programs/criteria-and-toxics-reporting>

EPA Criteria

- **Annual**
 - 25 ton per year or more of NOx or VOC

<https://www.govinfo.gov/content/pkg/USCODE-2013-title42/html/USCODE-2013-title42-chap85-subchapl-partD-subpart2-sec7511b.htm>

District Criteria

- **Annual**
 - 5 ton per year of more of NOx or VOC

<https://www.sdapcd.org/content/dam/sdapcd/documents/rules/current-rules/Rule-19.3.pdf>

Community Emission Reduction Program (CERP)


- AB617 Communities
- As Requested

<https://www.sdapcd.org/content/sdapcd/community/community-air-protection-program/portside-cerp.html>

2023 Data Request

- District staff have made best efforts to help identify facilities that are subject to reporting for CTR
- [List of Facilities Required to Report 2023 Data](#)
- District has sent about 160 Data Request Letters for DY 2023

Please note that this list is not encompassing of all facilities required to report and if a facility is not listed, that does not mean it is exempt from reporting.



San Diego County
Air Pollution
Control District

January 18, 2023

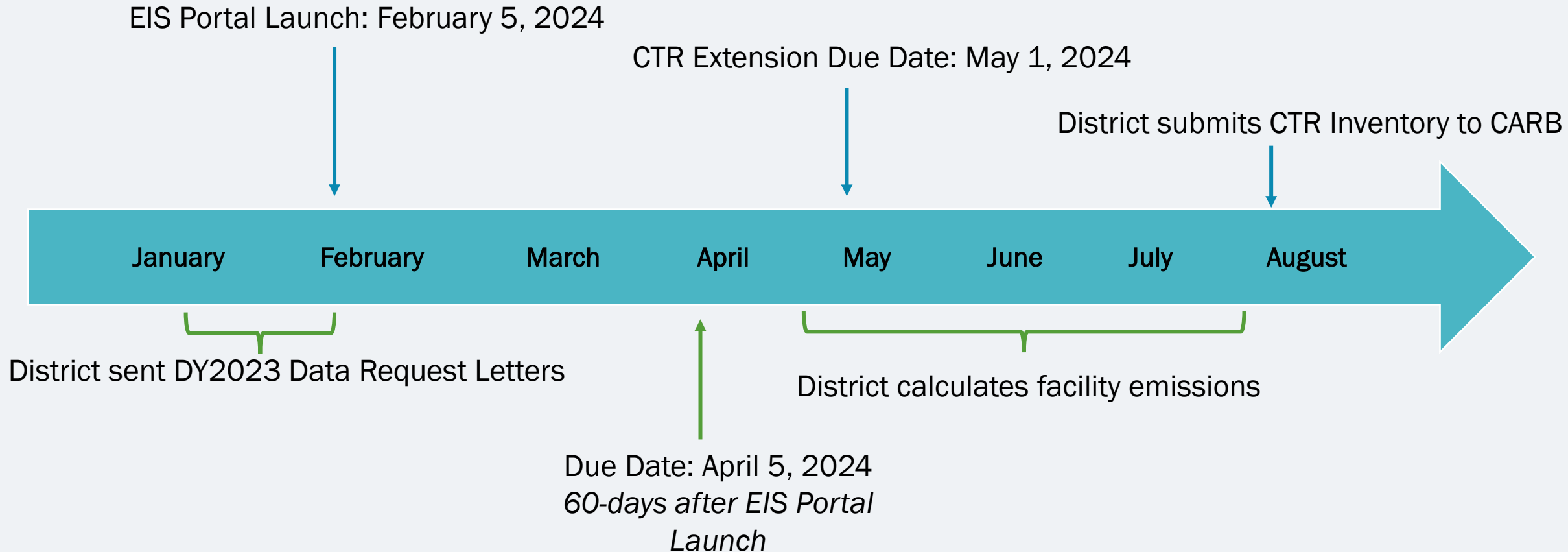
EMISSIONS INVENTORY FACILITY ID: 12345

Company ABC
Joe Smith
6789 Street
San Deigo, CA 91942

CALENDAR YEAR 2022 CTR EMISSION INVENTORY DATA REQUEST

Local, State and Federal mandates require the San Diego County Air Pollution Control District (District) to conduct an air pollutant emission inventory for your facility. The California Air Resources Board

2023 Schedule

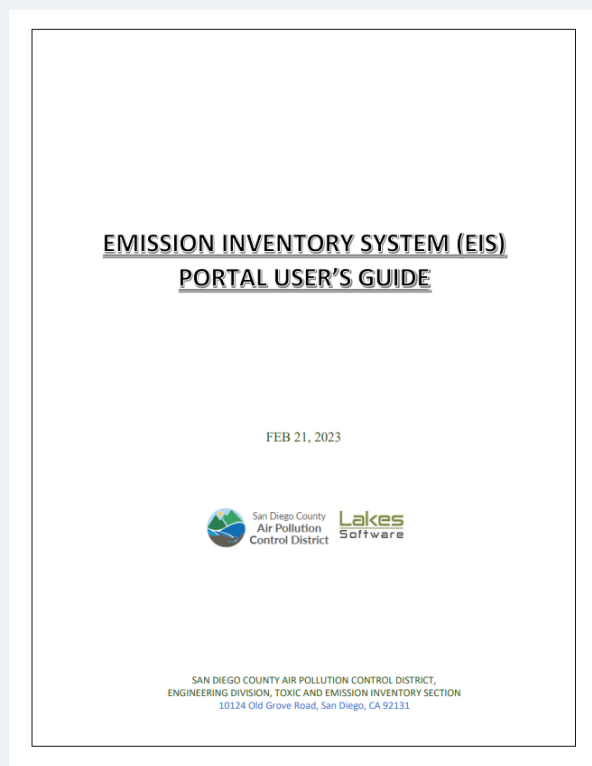


To request an extension please email APCDInventory@sdapcd.org. If reporting is delayed due to EIS Portal Technical Issues, the District will allow extensions to the best extent possible.



EIS Resources

EIS Portal User's Guide



EIS Frequently Ask Questions

**Emission Inventory System (EIS) Reporting-
Frequently Asked Questions (FAQs)**

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What are the required reporting programs?.....3

- **Criteria Emissions Inventory (CEI)**.....3
- **Toxics Emissions Inventory (TEI)**.....3
- **Criteria Air Pollutants and Toxic Air Contaminants (CTR)**.....3
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How do I know if my facility is subject to reporting?3

Is my facility subject to Reporting under CARB's Regulations and/or Hot Spots - AB2588?.....4

My facility was never asked by the District to report emissions. Why now?.....4

What if my facility is subject to reporting, but it is not listed for this year. What should I do?.....4

What if my facility is listed by the District to report emissions, but I believe it is not subject to reporting in that year. What should I do?4

Are facilities allowed to complete Abbreviated Reporting for Part of its Processes and/or Equipment? ... 4

Is this Reporting program or its due date affecting my Permit(s) renewal or processing?.....5

Can the information collected by the District's compliance inspectors be used in lieu of reporting?.....5

Will this EIS reporting replace onsite Inspectors visits or Audits?.....5

Deadlines and Extensions5

What is the deadline to report my data?.....5

What is the 2022 CTR reporting timeline and deadline for submitting my data?.....5

How can I request an extension? And, if approved, what would the extended due date be?6

What should I do if I missed my deadline or/and my extended deadline?7

Access and Setup7

I do not know my facility EIF ID. How can I request that?.....7

What is the Emission Inventory System (EIS) Portal Responsible Official (RO) designation? and7

How can I change the facility's Responsible Official (RO)?.....8

Can I have multiple Responsible Officials (ROs) for my facility?.....8

Can a single user be an RO for multiple Facilities in EIS?.....8

Can I use the same RO log-in (email/password) that I used to submit data in previous years?.....8

I forgot my email/password. What should I do next?8

I contacted EIS Support but did not receive a setup confirmation email. What should I do?8

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Using the Emissions Inventory Portal (EIS)9

How do I use the EIS Portal?9

How do I access my facility information?10

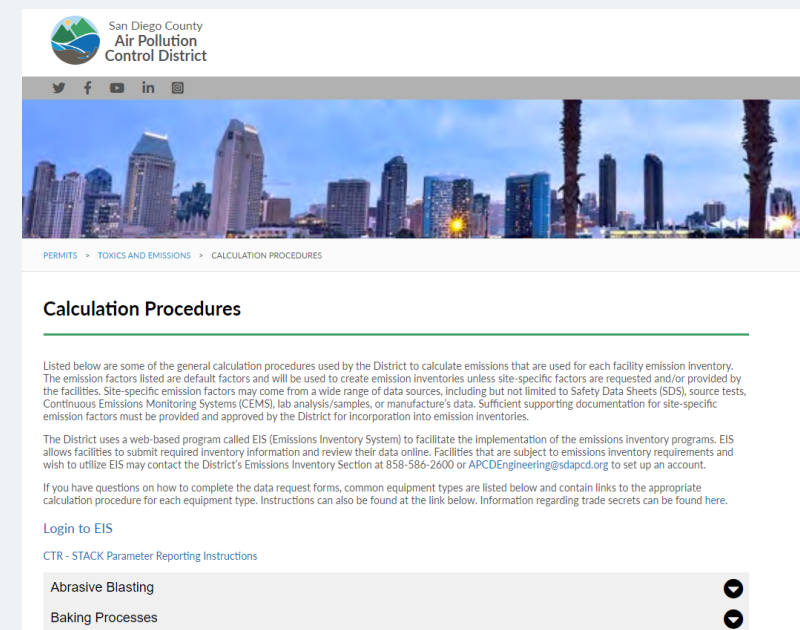
How are my equipment set up in EIS for reporting?10

Which Calculation Method should I use?11

The devices/materials set up in EIS doesn't match the operations at my facility. What should I do?.....11

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Emissions Calculation Procedures



What's New For 2023?

EIS – Updates to Start Dashboard

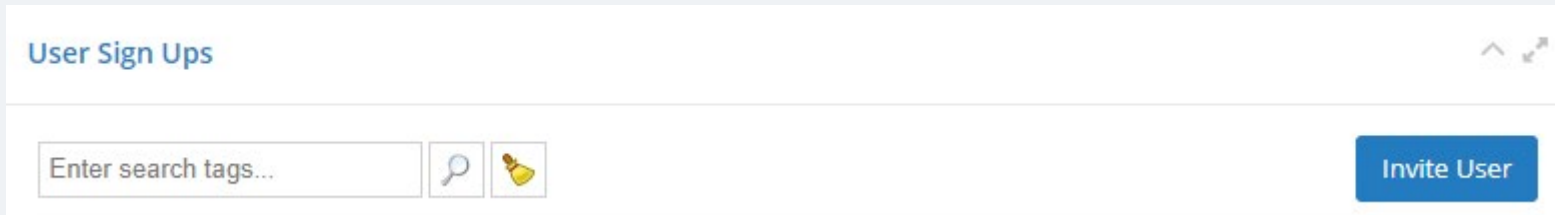
- Data Entry
 - Both ‘Data Entry Direct’ and ‘EI Questionnaire’ are found under Data Entry
- EI Reports
 - Draft and Final EI Reports

The screenshot displays the 'Start Dashboard' interface. At the top, there is a header with the text 'Start Dashboard' and a breadcrumb trail 'Home / Start Dashboard'. Below the header, the dashboard is organized into a grid of five main action cards:

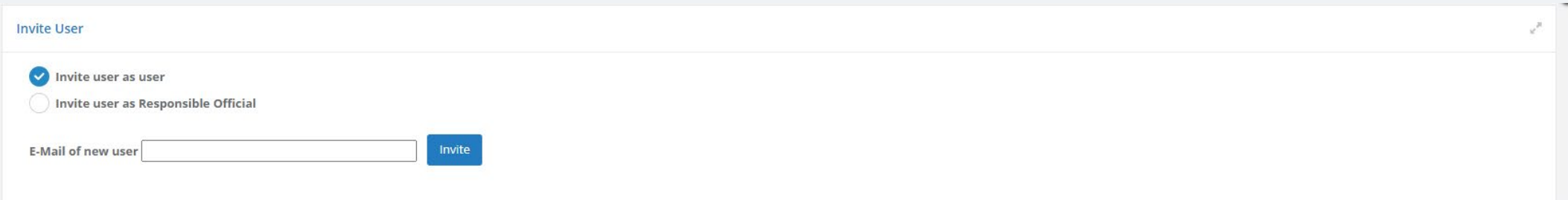
- Data Entry**: Represented by a document icon with a green checkmark. Description: 'Enter Emission Inventory Data'.
- EI Reports**: Represented by a document icon. Description: 'Emission Inventory Reports'.
- EIQ Forms**: Represented by a document icon. Description: 'Download and submit EIQ forms in Excel Format'.
- Supporting Documents**: Represented by a document icon. Description: 'Upload supporting documents for your submittal'.
- Report Submittal**: Represented by a circular refresh icon. Description: 'Submit Completed Emission Inventory'.

EIS – RO's Can Invite Users

- Responsible Officials can now invite users to have access to a set of emission inventories
 - Owners with multiple facilities no longer need to approve user access individually



The screenshot shows a web interface titled "User Sign Ups". It features a search bar with the placeholder text "Enter search tags...", a magnifying glass icon, and a bell icon. To the right of the search bar is a blue button labeled "Invite User".






The screenshot shows a web interface titled "Invite User". It has two radio button options: "Invite user as user" (which is selected) and "Invite user as Responsible Official". Below these options is a text input field labeled "E-Mail of new user" and a blue button labeled "Invite".

EIS – Emissions Preview

- Under ‘EI Questionnaire’ Calculated Emissions are available for preview
 - Available at Device level only
 - This is meant only to provide a preview and does not represent reviewed, approved emissions by the District

Calculated Emissions ? ^

Enter search tags...  

#	Emission Period	Pollutant Name	Emission	Measurement Units	Calculated ?
	All	All			
1	Annual - Actual [ENTIRE PERIOD]	Chromium, Total	0	Tons	Yes
2	Annual - Actual [ENTIRE PERIOD]	Chromium, Hexavalent	0	Tons	Yes
3	Annual - Actual [ENTIRE PERIOD]	Particulate Matter (PM10)	0	Tons	Yes
4	Annual - Actual [ENTIRE PERIOD]	Total Particulates (TSP)	0	Tons	Yes
5	Annual Fugitive - Actual [ENTIRE PERIOD]	Chromium, Total	0	Tons	Yes
6	Annual Fugitive - Actual [ENTIRE PERIOD]	Chromium, Hexavalent	0	Tons	Yes
7	Annual Fugitive - Actual [ENTIRE PERIOD]	Particulate Matter (PM10)	0	Tons	Yes
8	Annual Fugitive - Actual [ENTIRE PERIOD]	Total Particulates (TSP)	0	Tons	Yes
9	Annual Ducted - Actual [ENTIRE PERIOD]	Chromium, Total	0	Tons	Yes
10	Annual Ducted - Actual [ENTIRE PERIOD]	Chromium, Hexavalent	0	Tons	Yes

EIS – Updates to EIQ Spreadsheets

- EIQ Spreadsheets are available for download under ‘EIQ Forms’ in the Start Dashboard
 - Download most recent versions of EIQ Forms to prevent security issues when adding devices
- 2023 Updates
 - New ‘Action’ line to indicate ‘Add’, ‘Delete’ or ‘Zero’
 - To ‘Add’ a new material, use columns labeled ‘Placeholder’
 - Cannot edit existing Material Names

MATERIAL INFORMATION		
Material:	1	Placeholder
EQ Name:	A06-E15	
Action:	----	----
MATERIAL/PROCESS INFORMATION		
Fuel Type:		
Total Number of Aggregated Diesel Engines :		
Max Engine Rate (BHP):		
Non-Emergency Operations		
- Total Portable Fuel Usage (gals/year):		
- Max Hourly Fuel Usage (gals/hour):		
Renewable Diesel Used (yes/no):	No	No
Emergency Operations		
Annual Fuel Usage (gallons/year)		
Maximum Hourly Fuel Usage (gallons/hour)		



Support & Resources

- EIS Technical Support - including creating/modifying login information or designating an RO, please contact EIS.support@weblakes.com
- District Support - Please contact the APCDInventory@sdapcd.org
- Training Webinars – Current and Historical
 - <https://www.sdapcd.org/content/sdapcd/permits/toxics-emissions/eis.html>
- Calculation Methods & Reporting Guidance
 - <https://www.sdapcd.org/content/sdapcd/permits/toxics-emissions/calculation-procedures.html>
- EIS
 - <http://eis.sandiegocounty.gov/Portal/Account/LogOn>