

San Diego APCD
Emissions Inventory Request Form Instructions

INCINERATORS AND CREMATORIES

Please refer to the general instructions for guidance regarding the following sections: Reporting Year, Facility Identification, Permit Information, Device Information, Stack / Ducted Emissions and Fugitive Release Emissions.

MATERIAL/ PROCESS INFORMATION

Fill in all the data fields. Complete all blanks using the specified units and answer yes or no where requested. Use a separate form to report each Charge Type for each device. Copy the blank form as needed to report each Charge Type.

For reporting to the District, please convert units of gas to million cubic feet. A common unit for natural gas is therms. To convert therms to million cubic feet, divide by 10,300. Typical conversion units are:

1 therm = 100,000 British Thermal Units (BTU)

1030 BTU = 1 ft³ of natural gas (average high heat value)

1 therm = 9.7087E-5 million ft³

On forms with pre-printed process information from a previously submitted inventory, asterisks (*) highlight data fields that must be updated.

Fuel Sulfur Content: (OPTIONAL) The District normally uses default values for fuel sulfur content.

Device Operating Schedule:

Daily Operation (hours/day): Report the average amount of hours the device operates in a typical day.

Weekly Operation (days/week): Report the average number of days the device operates in a typical week.

Annual Operation (days/year): Report the number of days the device operated during the Reporting Year.

POLLUTANT NAME (lbs/mmft³ or lbs/ton)

An Emission factor is an estimate of the quantity of a pollutant released to the atmosphere as a result of the activity. If available, please provide all available site-specific information with supporting documentation. The seven pollutants listed are combustion by-products. The correct units for gaseous combustion emissions are pounds of pollutant (in the exhaust gas) per million cubic feet gas combusted. A space for trace compounds is also provided where "Other" is listed the correct units for trace compound emissions are pounds of pollutant per ton of charge. EPA and District-derived default factors will be used to calculate emissions where site-specific information is not available or not documented.

