

Air Quality Operating Permit Application Form 1.0: General Information

INSTRUCTIONS:

Section 1.1: Checklist

IMPORTANT: Please type or print with black ink. Do NOT use pencil. If you have questions, please contact the Nebraska Department of Environment and Energy (NDEE) Air Quality Operating Permit Section at (402) 471-2186 or NDEE.AirQuality.nebraska.gov.

NOTE: All operating permit applications must include Form 1.0, Section 1.1 – Checklist. The individual who was responsible for the preparation of the operating permit application must complete and sign Form 1.0, Section 1.1.

FORM/SECTION CHECKLIST:

Check each operating permit application section from Forms 1.0 through 7.0 that you have included in your source's application. If you have questions about which sections must be completed for your source, please contact the NDEE.

You are allowed to substitute existing tables from your records (e.g., spreadsheet or database tables) for Sections 2.1, 2.2, and/or 3.1 in the application package. You must indicate in the checklist if you are using a substitute. Note that the substitute tables must include all of the information requested in the pertinent Section. For example, Section 2.1 requests emission point identification number, control equipment identification number, emission unit identification number, source classification code, and a description of the emission unit or process to which the emission unit belongs. Your table must contain all of this information except when control equipment is not associated with an emission unit. In addition, each page of your substitute tables must be labeled at the top of the page with the Application Section title and number, source name, NDEE facility identification number, and date of the application (these may be handwritten in ink if you are unable to edit the tables to add this information).

APPLICATION COMPLETENESS CHECKLIST:

Read through the Application Completeness Checklist and check each item that is applicable.

Be sure to indicate whether or not you are requesting that some of the information in the application be kept confidential. If you are NOT requesting confidentiality, be sure that nothing in your application, such as design drawings, is stamped "confidential" because including confidential information in a non-confidential application will delay the processing of the application.

If you include additional information in your operating permit application package, be sure to indicate that there are attachments on Page 3. Each page of the additional information must include the source name and NDEE facility identification number (these may be handwritten) at the top of the page. The application date and associated section number are also helpful.