North Carolina Department of Environment and Natural Resources
Division of Air Quality (DAQ)
Title V Annual Compliance Certification Forms [1]

Facility Name: _____.
Facility Location: _____.
Facility ID Number: _____(Refer to first page of Title V Permit)
Title V Permit Number:_____(Refer to first page of Title V Permit)
Start of Reporting Period:_____(Month, Day, Year)
End of Reporting Period:_____(Month, Day, Year)

Compliance Statement *(Check only one of the following options)*

_____ During the reporting period specified above, this facility was in compliance with all terms and conditions identified in the above referenced Title V Operating Permit. As such, there were no deviations[2], excess emissions events, or other reportable incidents including those attributable to equipment malfunctions, breakdown, or upset conditions (please fill out the Compliance Summary Report).

_____ During the reporting period specified above, this facility was in compliance with ALL terms and conditions identified in the above referenced Title V Operating Permit, EXCEPT for the deviations[2] identified in the Deviation Summary Report (please fill out **both** the Compliance Summary Report and Deviation Summary Report).

Does the above compliance statement **differ** from what is indicated on your most recent Title V Report (i.e. last Semi-Annual Monitoring Report, Annual Emissions Inventory, etc)? **Yes** ☐ **No** ☐

Are you submitting this Annual Compliance Certification form to also fulfill a Title V Semi-Annual Monitoring reporting requirement? If so, this certification **must** be submitted by **January 30**. **Yes** ☐ **No** ☐

Certification By Responsible Official

Based on information and belief formed after reasonable inquiry, the undersigned certifies under penalty of law (federal rule 40 CFR 70.5(d)) that all information and statements provided in this form (including any attachments) are true, accurate, and complete.

_____ _____
(Signature of Responsible Official) *(Date)*

Name: _____
(Type or Print)

Number of Attached Pages (not including Instructions Page)_____

[1] *An annual compliance certification (ACC) is required pursuant to federal rule 40 CFR 70.6(c), state rules 15A NCAC Sections 2Q.0508(t) and 2Q.0508(bb), and Section 3-General Condition P of the Title V Operating Permit.* ***A copy of your ACC is to be submitted to both the North Carolina DAQ and the U.S. EPA (Air and EPCRA Enforcement Branch, EPA, Region 4, 61 Forsyth Street, Atlanta, GA 30303). The submittal date for the ACC is specified in*** *Section 3-General Condition P of your Title V permit.*

[2] *For the purposes of this form, the term "deviation" means any action or circumstance not in accordance with the terms and conditions of the Title V Operating Permit including those attributable to equipment malfunction, breakdown, or upset conditions and/or excess emissions events. The acknowledgement of deviations from specific permit requirements is not necessarily an acknowledgement of a violation. However, failure to report any and all deviations may constitute a violation of the Title V Operating Permit and the underlying emission standard. For more information about deviations, please refer to the DAQ memorandum outlining the definition of deviation for Title V reporting on the DAQ web site (http://www.ncair.org/enf/eedmd/daq_tv_devpol.pdf).*

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INSTRUCTIONS

Instructions: Submit your annual compliance certification according to the date written in Section 3- General Condition P of your Title V permit. Regardless of the format you choose to use for your annual compliance certification, you must meet the minimum requirements shown in the following tables and/or in your Title V permit. If you choose to use the attached forms as the format for your annual compliance certification, please fill out all forms completely and accurately. The cover page requests general facility information and provides space for the signature of a responsible company official. Any certifications that are submitted without the appropriate signature will not be accepted. The following pages provide a suggested format for supporting documentation ("Compliance Summary Report," "Compliance Summary Report for General Conditions," and "Deviation Summary Report").

COMPLIANCE SUMMARY REPORT

The "Compliance Summary Report" is the form on which all applicable permit conditions should be identified, regardless of compliance status. All "applicable permit conditions" mean all permit conditions except state only enforceable conditions and conditions specified in Part II, Air Quality Construction Permit. In most cases, several pages will need to be completed to account for all federally enforceable permit conditions. A summary report for the *General Conditions* of your Title V permit is also required, and for your convenience we have created a separate table specifically for the General Conditions. Please fill in the page number and the total number of pages in the upper right corner of each page. An example of a completed "Compliance Summary Report" is shown below.

EXAMPLE COMPLIANCE SUMMARY REPORT

For Calendar Year 2011

Page 1 of 2 .

Emission Source Description	Source or Control Device ID Number(s)	Terms and Conditions		Deviations ? (Yes / No)	Records Maintained? (Yes/No/NA)	Was Deviation a non-compliance issue? (Yes / No)	Method(s) of Determining Compliance Status	Comments
		Permit Condition Number	Condition Summary					
One wood-fired boiler.	ES-1	2.1.A.1(a)	Particulate emissions shall not exceed 0.50 lb/mmBtu [2D .0504]	Yes	NA	Yes	Annual EPA Method 5 Test to determine compliance	Failed stack test. NOV issued on 11/03/01. See Deviation Summary Report.
One wood-fired boiler.	ES-1	2.1.A.1(b)	Particulate testing requirements [2D .0501]	No	Yes	No	Annual testing report turned into DAQ	
One wood-fired boiler.	CD-1 multicyclone	2.1.A.1(c)	Multicyclone inspection and maintenance requirements [2Q .0508]	Yes	No	Yes	Inspections scheduled and completed.	NOV issued 10/01/01. See Deviation Summary Report.

- **Emission Source Description**: Indicate the applicable emission source, as it is described in the facility's Title V permit. Multiple emission sources that are subject to the same permit condition and same monitoring requirements can be grouped in this table.
- **Source or Control Device ID Number(s)**: Specify the appropriate equipment identification number(s) as defined in the facility's Title V permit.
- **Permit Condition Number**: Specify the unique identification number of each permit condition for which compliance must be certified.

- **Condition Summary**: Provide a clear and concise summary for each permit condition for which compliance must be certified. Include applicable requirement (*i.e.* 2 D.0500 rule, NSPS, *etc.*)
- **Deviation? (Yes/No)**: Indicate independently for each of the Title V permit conditions whether there were any deviations related to the specific permit condition.
- **Records Maintained? (Yes/No/NA)**: Indicate if there is a record maintained (i.e. logbook) for this permit condition.
- **Was deviation considered a non-compliance issue? (Yes/No)**: Answer this question "yes" if the deviation caused your facility to be out of compliance with federal rules, state rules or permit conditions. Answer "no" to this question if the deviation was not considered a non-compliance issue.
- **Method(s) of Determining Compliance Status**: Explain what methods were used to determine the compliance status with respect to each individual permit condition. Be as specific as possible. For example: Use 'July 2001 Method 5 Testing' instead of 'Stack Testing' or 'AP-42 Emission Factors' instead of 'Engineering Calculations'. Other example methods include: Recordkeeping (logbook updates), Continuous Emission Monitoring (CEMs), Continuous Opacity Monitoring (COMs), *etc*.
- **Comments**: Use this column to provide any additional information necessary to certify compliance with an individual permit condition or to clarify information provided elsewhere on the form. If a non-compliance deviation has a notice of violation associated please include this here.

DEVIATION SUMMARY REPORT

The "Deviation Summary Report" is the form on which all **deviations** identified on the "Compliance Summary Report" are fully documented. Please fill in the page number and the total number of pages in the upper right corner of each page. An example of a completed "Deviation Summary Report" is shown below.

EXAMPLE DEVIATION SUMMARY REPORT

For Calendar Year 2011

Page 1 of 1 .

Emission Source Description	Source or Control Device ID Number(s)	Pollutant	Deviation Description	Deviation Date(s)	Deviation Duration	Suspected Cause of Deviation	Corrective Action Taken
One wood-fired boiler.	ES-1	PM	Failed stack test, PM emission 0.55 lb/mmBtu	3/10/01	Approx. 3 weeks	Burning of greenwood	Stopped burning greenwood. Retested on 4/1/01 and in compliance.
One wood-fired boiler.	CD-1 (multicyclone)	PM	Failed to take monthly observations	7/01/01	3 months	New staff not trained	Implemented training procedures

- **Emission Source Description**: Indicate the applicable emission source as it is described in the facility's Title V permit.
- **Source or Control Device ID Number(s)**: Specify the appropriate equipment identification number(s) as defined in the facility's Title V permit.
- **Pollutant**: Specify the pollutant that was emitted from the source in deviation.
- **Deviation Description**: A complete, but concise, description of the documented deviation.
- **Deviation Date**: The date that the deviation began.
- **Deviation Duration**: The duration of the particular deviation, from the starting point until the day that the equipment was back in compliance.
- **Suspected Cause of Deviation**: Indicate why the deviation may have occurred.
- **Corrective Action Taken**: How did your facility rectify the deviation?

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COMPLIANCE SUMMARY REPORT

For Calendar Year _____

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Emission Source Description	Source or Control Device ID Number(s)	Terms and Conditions		Deviations? (Yes / No)	Records Maintained? (Yes/No/NA)	Was Deviation a non-compliance issue? (Yes / No)	Method(s) of Determining Compliance Status	Comments
		Permit Condition Number	Condition Summary					

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COMPLIANCE SUMMARY REPORT FOR GENERAL CONDITIONS

For Calendar Year _____ Page _____ of _____

Terms and Conditions		Deviations ? (Yes / No)	Records Maintained? (Yes/No/NA)	Was Deviation a non-compliance issue? (Yes / No)	Method(s) of Determining Compliance Status	Comments
Permit Condition Number	**Condition Summary**					
3.A	General Provisions					
3.B	Permit available at facility					
3.D	Submissions of reports to regional office					
3.G	Permit modifications and applications					
3.I.A, 3.1.B	Reporting requirements for excess emissions and permit deviations					
3.K	Permit renewal every five year					
3.M	Duty to submit any information requested by director					
3.N	Duty to supplement					
3.O	Retention of records					
3.P	Annual compliance certification					
3.Q	Certification by responsible official					
3.T	Insignificant activities records available at facility					
3.V	Inspection and Entry					
3.W	Annual fee payment					
3.X	Annual emission inventory requirement					
3.Z	Construction and operation permits					
3.CC	Refrigerant requirements					
3.DD	Prevention of accidental releases – Section 112(r)					
3.EE	Prevention of accidental releases "General Duty Clause" - Section 112(r)(1)					
3.JJ	Emission testing and reporting requirements					
3.LL	Reporting requirements for non-operating equipment					
3.NN	Modification of a TV permit					
3.OO	Third party Participation & EPA Review					

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DEVIATION SUMMARY REPORT

For Calendar Year _____

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Emission Source Description	Source or Control Device ID Number(s)	Pollutant	Deviation Description	Deviation Date(s)	Deviation Duration	Suspected Cause of Deviation	Corrective Action Taken