



Electronic Reporting and Online Information Submission

ARD Compliance Bureau



Presentation Outline

- Where we started from
- What records the Compliance Bureau receives
- What has changed recently
- Where we are going
- Why are we doing this
- Where we will be

WHERE WE STARTED



- ✓ Receive, save and file paper reports.
- ✓ Paper report submitted by mail or hand delivery.
- ✓ Receipt of paper report required by deadline.
- ✓ Reporting requirements in individual permits.





STATIONARY SOURCES

Emissions Reports

All permitted sources, except for GSPs, submit an annual emissions report (may include VOC or NOx annual report)

300 reports per year

Annual/Semi-Annual Reports

60 sources that are subject to Title V, MACT, or NSPS submit most of their compliance reports annually or semi-annually.

220 reports per year

CEMS Reports

14 CEMS sources (all TV), which submit quarterly emission and audit reports

180 reports per year

Stack Test Reports

Permitted sources conduct stack tests and RATAs each year requiring pre-test protocols, final reports, report revisions and other correspondence.

75 tests per year

Permit Deviation Reports

Permitted sources may need to submit reports of deviations from permit requirements..

75-100 reports per year



ASBESTOS

Notifications

Submittal of notifications for asbestos abatement and demolition projects

1,800 per year

Air Clearance Results

Waste Shipment Records

Applications

Submittal of applications for asbestos licenses and certifications

1,200 per year

OTHER

FFTB Notifications

Notifications for firefighting training burns being conducted.

15-30 per year

WHAT'S NEW

Updated Record Retention Policy

ARD updated its Record Retention Policy in July 2022 to allow:

- Receipt and saving of electronic submittals to e-source files.
- Scanning of hardcopy submittals to be saved electronically and discarding the paper submittals.

TV Sources

ARD must still receive hand-signed, original cover letters with Certification of Accuracy statements.

Asbestos Program

- Scan and save the paper notifications and certification/license applications to an electronic file.
- File the paper document and after 5 year, discard the paper document.



WHERE WE ARE GOING



- ✓ Transition to receiving, saving and storing electronic reports.
- ✓ Electronic report submittal by email for stationary sources
AirReporting@des.nh.gov
AirEmissions@des.nh.gov
- ✓ Electronic system to track reporting requirements and submittals.
- ✓ Asbestos Electronic Submittal System (AESS)

WHY ARE WE DOING THIS?



- ✓ Easier for sources to use electronic submittal to ensure reports are received on time.
- ✓ Reduce costs since do not need to use expedited delivery to ensure timely submittal.
- ✓ Environmental benefits of reduced paper use and transportation.
- ✓ Electronic reporting is preferred, but not mandatory.



WHERE WE WILL BE



- ✓ By 2027, most of the reports we regularly receive will be received electronically and only saved in the electronic source files.
- ✓ Next step to allow for online payment submittal.





Thank you!

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