



STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Bureau of Air Management
Emission Trading Unit
79 Elm Street
Hartford, Connecticut 06106-5127

Nitrogen Oxide (NOx) Discrete Emission Reduction Credit Reporting Forms Instructions

Introduction

Under the NOx Trading Agreements and Orders issued pursuant to Section 22a-174-22(j) of the Regulations of Connecticut State Agencies (RCSA) by the Commissioner of Environmental Protection, a subject source is required to submit reports of discrete emission reduction credit (DERC) use, averaging, creation and sales for the previous calendar year or as required by permit or order, whichever is more stringent.

These instructions are meant to provide guidance while completing the DERC Reporting Forms.

Compliance Certification Submittal Deadlines* and Address—For RCSA Section 22a-174-22 trading sources, all reports will be due **March 1st** covering the preceding calendar year. When complete, please send one copy each with original signatures to the following address:

**Attn: Emissions Trading Unit
Bureau of Air Management
CTDEP
79 Elm Street
Hartford, CT 06106-5127**

* Other Deadlines:

For Municipal Waste Combustors subject to RCSA Section 22a-174-38, the report will be due **January 30th** for the previous calendar year.

For NOx Budget sources, Form 3 will be due **July 30th** for the previous non-ozone season.

Cover Page—Facility Information

Company Name—Indicate the name of the facility.

Mail Address—Indicate the mailing address of the company.

Site Address—Indicate the site address of the subject facility, if applicable.

Company Contact—Indicate the name of the company contact person who is responsible for environmental reporting and their title.

Telephone/extension/FAX—Indicate the phone number, extension and FAX number of the company contact person.

Corporate Name—Indicate the name found on the first page of the Trading Agreement and Order.

Corporate Address—Indicate the mailing address of the corporation.

Calendar Year of Data-- previous year and or previous non-ozone season years

Certification—Refer to RCSA Section 22a-174-2a(a) concerning Signatory Responsibilities when determining who may sign the certification.

Form 1—Annual DERC 2003

Summary

No substitutes are allowed in place of this form.

Company Name—Indicate the name of the facility.

Order # —Indicate the number of the Trading Agreement and Order, if applicable.

Currency—There are four currencies identified as specified below:

Non-ozone (DERCS) can be used by any trading source only during the non-ozone season to meet the requirements of RCSA Section 22a-174-22 or Section 22a-174-38. Cannot be used for new source review offset purposes. Can be created by NOx Budget Program sources, non-NOx Budget Program sources, and MWCs.

Ozone (DERCs) can be used by any trading source at any time of year to meet the requirements of RCSA Section 22a-174-22 or Section 22a-174-38. Cannot be used for new source review offset purposes. Can be created by non-NOx Budget Program sources and MWCs.

BDERC(s) can be created and used by only NOx Budget Program Sources located in Connecticut. Can be used only during the ozone season following the ozone season in which it was created. Cannot be used by MWCs (because they are not in the NOx Budget Program). Cannot be used for new source review offset purposes.

Allowances NOx Budget Program Allowances can be used by both NOx Budget Program and non-NOx Budget Program sources at any time of year to meet the requirements of RCSA Section 22a-174-22. Cannot be used for RCSA Section 22a-174-38. In order for source to use allowances for compliance with RCSA Section 22a-174-22, source must have allowance use language included in its Trading Agreement and Order. Cannot be used for new source review

offset purposes (unless pursuant to Section 22a-174-22a(f)(5) of the RCSA).

Starting Balance—Enter the starting balances by currency in this column.

Transaction (Type and Tons)—For the specific starting balance indicated above, enter all of the types of transactions for the reporting year and corresponding tons. Transactions include creation, purchase, use, sale, transfer, hold and other.

Serial Numbers—For the specific transactions indicated above, indicate the serial numbers as assigned by the Department or Administrator corresponding to the transaction in the same row.

Ending Balance —For the specific serial numbers indicated above, enter the remaining balances by currency corresponding to the transaction in the same row.

Note usage shall be rounded up to the nearest whole ton and creation shall be rounded down to the nearest whole ton.

Form 2— Monthly Discrete Emission Reduction Credit Use Report

Company spreadsheets may be substituted for this form.

Company Name—Indicate the name of the facility.

Order # —Indicate the number of the Trading Agreement and Order, if applicable.

Monthly heat input(MMBtu) —Enter the heat input as estimated for each month and the actual heat input for each month in this column.

Balance —Indicate the balance at the start of the month and the remaining balances at the end of each month.

Usage —By currency, indicate the usage as estimated for each month and the actual usage for each month in these four columns.

Form 3— Non-Ozone Season Discrete Emission Reduction Credit Use Report Budget Sources

Company spreadsheets may be substituted for this form.

Company Name—Indicate the name of the facility.

Order # —Indicate the number of the Trading Agreement and Order, if applicable.

Emission Unit—Indicate the emission unit description and number.

October-April Fuel Use (MMBtu) —Indicate the non-ozone season actual fuel use in MMBtu for each emission unit indicated in the corresponding column.

NOx Emissions (lbs) —Indicate the non-ozone season actual NOx emissions in pounds from the fuel use indicated in the corresponding column.

Average Emission Rate (lbs/MMBtu) — Indicate the non-ozone season actual average emission rate in pounds per MMBtu from the fuel use indicated in the corresponding column.

Note the source shall use CEM data if the Department has approved the CEM.

DERC/Allowance Use (tons) —Indicate the non-ozone season usage of credits and/or allowances by the emission unit in the corresponding column.

DERC Serial Numbers —Indicate serial numbers for the credits used in the non-ozone season.

Allowance NATS Numbers —Indicate allowance NATs Numbers for the allowances used in the non-ozone season.

Seasonal Estimate —Indicate the non-ozone season estimate of tons of credits and/or allowances to be used to meet the .15 lbs/MMBtu seasonal requirement in RCSA Section 22a-174-22(e)(3) for all of the emission units indicated.

Seasonal Actual (1)—Indicate the non-ozone season actual tons of credits and/or allowances used to meet the .15 lbs/MMBtu seasonal requirement in RCSA Section 22a-174-22(e)(3) for all of the emission units indicated.

October-April DERCS required to meet RACT (2) —Indicate the non-ozone season actual tons of credits and/or allowances used to meet the daily limit in RCSA Section 22a-174-22(e) table 22-1 for all of the emission units indicated. *(If you never exceeded the applicable daily limit then this number is zero. This number should match the non-ozone usage number on Form 2)*

Additional DERCS required to meet seasonal rate —Indicate the additional tons of credits and/or allowances used to meet the .15 lbs/MMBtu non-ozone season requirement in RCSA Section 22a-174-22(e)(3) table for all of the emission units indicated. *(This number is the difference between (1) and (2) above)*

DERCs Generated Report

This form is not included with this package. A report of DERCS generated, less 10% for environmental benefit, may be submitted to the Department periodically for approval. This report should be submitted at least annually by generators of DERCS.