

PART IIB PERMIT APPLICATION INSTRUCTIONS FOR COMPLETING

PURPOSE:

To obtain the information needed to process applications for air permits and to maintain these permits. The information requested is used to determine whether a source must meet State and/or Federal Regulations and if the source is capable of achieving the applicable standards.

EXPLANATION AND DEFINITION:

Any person who plans to construct, alter, or operate a source that emits air contaminants, including the installation of any device for the control of air contaminants shall first obtain a permit from the Department. Use Part IIB for a Process Operation defined as "any source engaged in the manufacture, processing, handling, treating, storing or any other action upon materials except fuel burning operations, incinerators, or asphalt plants". "Process Weight" means the total weight of all materials introduced into a source operation, including air and water where these materials become an integral part of the project and solids used as fuels but excluding liquids and gases used solely as fuels.



**Please Refer to Instruction Pages Before Completing This Form
WHEN FILLING OUT FORMS ON THE COMPUTER,
USE ONLY THE TAB KEY TO MOVE YOUR CURSOR - DO NOT USE THE RETURN KEY.**

Item By Item Instructions:

- Item 1. Company name for permit.
Process Description.
Process SIC Code (four digit number) for primary plant activity (company's major product) from Standard Industrial Classification Manual.
Process Unit Designation indicating plant's designation (e.g., no. 2 dryer, etc.).
- Item 2. Indicate quantity processed not including recycle materials.
- Item 3. Fuel data indicating type and grade of fuel (e.g., no. 4 fuel oil, bituminous coal, etc.). For multiple fuels indicate whether primary (P), secondary (S), or in combination (C). For "Consumption" indicate in lbs, gallons, or ft³ per hour.
- Item 4. Description of control device equipment.
- Item 5. Stack Data specifications.
- Item 6. Emission rate data at rated capacity (lb/hr). For Method of Estimating Emissions indicate whether stack test, AP-42, material balance, engineering calculations, etc.
- Item 7. Indicate if materials are regulated under the South Carolina Hazardous Waste Management Act of if any materials are suspected to be harmful to human health/welfare or plant/animal life.
- Item 8. Indicate operating schedule including normal operation and seasonal variation.
- Item 9. Indicate procedures that will be taken to dispose of waste material.

OFFICE MECHANICS AND FILING:

In accordance with retention schedule HEC-AQC-3 break file at the end of each fiscal year, retain within the Agency for five additional years and then destroy.



**Process Permit Application
Bureau of Air Quality
Part IIB**

1. Company Name: _____

Process Description: _____ SIC/NAICS Code: _____

Process Unit Designation: _____

2. Major Raw Materials: _____ Quantity Used: _____

Products: _____ Rated Production: _____

3. Fuel Data (include all units)

Fuel Type and Grade	BTU Content	% Sulfur by weight	% Ash by weight	Consumption @ rated capacity

4. Air Pollution Control Device Description: _____

5. Stack Data:

Height Above Ground (ft)	Inside Diameter (ft)	Est. Moisture (%)	Gas Velocity (ft/sec)	Temperature (°F)	Location (UTM or Lat./Long)

6. Emission Rate at Rated Capacity (lb/hr.):

Pollutant	Before Control Device	After Control Device	Method of Estimating Emissions
Particulate Matter			
SO ₂			
CO			
NO _x			
VOCs			
Other (specify):			

7. Are any materials subject to provisions of the SC Hazardous Waste Management Act or Regulations? (specify): _____

8. Normal Operating Schedule: hours/day days/week weeks/yr

Seasonal Variation: Dec-Feb % Mar.-May % June-Aug. % Sept-Nov. %

9. How will waste material from process and control equipment be disposed of? _____