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OF THE AIR FORCE**



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**EGLIN AIR FORCE BASE  
Supplement**

**19 DECEMBER 2017**

*Civil Engineering*

**AIR QUALITY COMPLIANCE AND  
RESOURCE MANAGEMENT**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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Air Force Instruction (AFI) 32-7040, *Air Quality Compliance and Resource Management*, implements Air Force Policy Directive (AFPD) 32-70, *Environmental Quality*. The instruction provides details of the Air Force Air Quality Compliance and Resource Management Program and explains how to assess, attain, and sustain compliance with the Clean Air Act (CAA); other federal, state, and local environmental regulations; Final Governing Standards (FGS) or the Overseas Environmental Baseline Guidance Document (OEBGD); applicable international agreements; and related Department of Defense (DoD) and Air Force directives. Guidance on indoor air quality is not addressed in this instruction; see AFI 48-145, *Occupational and Environmental Health Program*, for the Bioenvironmental Engineer's role in performing Health Risk Assessments in facilities which may have poor indoor air quality. For DoD components at

installations outside the U.S., its territories and possessions (e.g. overseas), implement the applicable portions of this AFI in accordance with (IAW) international agreements and the applicable FGS or OEBGD. See AFI 32-7001, *Environmental Management*, for additional environmental guidance for overseas installations. Unless otherwise noted, the guidance and procedures outlined in this instruction apply to all Air Force installations within the U.S., its territories, and in foreign countries. Additionally, this AFI applies to the Air Force Reserves, the Air National Guard, Government Owned-Contractor Operated (GOCO) facilities, and Direct Reporting Units (DRU) and Field Operating Agencies (FOA) not located on Air Force installations. Organizations may supplement this instruction, to include the Air National Guard (ANG) and Air Force Reserve Command (AFRC). Supplements are routed to AF/A4C for coordination prior to certification and approval. Further, the ANG or AFRC, are to support the intent of this AFI, but where needed may prepare an appropriate policy, supplement, guidance, and/or procedural document reflecting its unique legal status, resources, and structure, as recognized by the reserve component authorities of Title 10 of the United States Code, Air Force Doctrine and other governing authorities. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force Information Management Tool (IMT) 847, *Recommendation for Change of Publication*; route Air Force IMT 847s from the field through Major Command (MAJCOM) publications/forms managers. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“**T-0, T-1, T-2, T-3**”) number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, Table 1.1 for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of IAW the Air Force Records Disposition Schedule (RDS) in the Air Force Records Information Management System (AFRIMS). See Attachment 1 for a glossary of references and supporting information.

This Instruction requires collecting and maintaining information protected by the Privacy Act of 1974, System of Records Notice (SORN) EPA-GOVT-1, which apply and is available at: <http://dpclo.defense.gov/Privacy/SORNs.aspx>.

**(EGLINAFB)** AFI 32-7040, 4 November 2014, is supplemented as follows:

**(EGLINAFB)** This supplement applies to all organizations that generate air emissions at Eglin Air Force Base. Organizations responsible for contractor oversight must ensure that contractors comply with this supplement. The Eglin Air Quality Compliance and Resource Management Program, commonly known as the Eglin Air Quality Program (AQP), is managed through the 96th Civil Engineer Group, Installation Management Division (CEI), Environmental Management (CEIE), Compliance Section (96 CEG/CEIEC). The AQP Manager’s telephone number is 850-882-7677, DSN 872-7677. Tools to help organizations comply with this supplement are at Eglin’s Air Quality Resource Center (AQRC) website: <https://em.eglin.af.mil/emc/emce/emcea/aqpweb/>, referred to throughout this supplement as the “Air Website.” 96 CEG/CEIEC will submit a copy of this supplement to Air Force Civil Engineer Center, Environmental Directorate (AFCEC/CZ). Refer recommended changes and questions about this supplement to the Office of Primary Responsibility (OPR) using the AF

Form 847, *Recommendation for Change of Publication*; route AF Forms 847 through the appropriate function's chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

### ***SUMMARY OF CHANGES***

This revision updates and replaces AFI 32-7040, *Air Quality Compliance and Resource Management*, 27 August 2007. It complies with AFI 33-360 waiver tier requirements and incorporates revised roles and responsibilities based on Enterprise-Wide Civil Engineer Transformation (PAD 12-03) and associated Programming Plan (P-Plan).” This version clarifies recent mandates under the CAA and all applicable federal, state, local, and overseas air quality regulations; further clarifies the roles in CAA conformity analysis; revises the role of the Air Force Civil Engineer Center (AFCEC); clarifies the role of the Installation/Center Commander as the responsible official; clarifies the CAA relationships of the Environmental Impact Analysis Process (EIAP) and the Conformity Analysis coordination process; adds new information regarding greenhouse gas (GHG) reporting; adds guidance on the CAA Title V permit process; adds guidance on vehicle inspection requirements under CAA Section 118(d); and updates the appendices to include new references. Air Force-specific policy remains in this AFI, however, additional and more detailed information can be found in the non-directive Air Quality playbook published on the Air Force Civil Engineering A4C Portal: <https://app.eis.af.mil/a7cportal/Pages/default.aspx>.

**(EGLINAFB)** This supplement supersedes Eglin AFB Supplement to AFI 32-7040 dated 27 July 2016. This document clarifies and updates guidance regarding the Eglin AQP and must be completely reviewed.

## Chapter 1

### INTRODUCTION

**1.1. Overview.** It is Air Force policy to promote environmental stewardship in all activities to ensure uninterrupted access to the air, land, and water assets needed to conduct the Air Force mission. By focusing on the warfighter's operational requirements while following the regulatory strictures for sustaining resources and protecting human health, the Air Quality Compliance and Resource Management Program (Air Quality Program) will sustain, restore, and modernize natural infrastructure assets.

**1.2. Mission.** The mission of the Air Quality Program is to: *“Maintain mission support while effectively managing, sustaining and continually enhancing air quality natural infrastructure resources through regulatory compliance, regulatory risk minimization, professional competency, and pursuing emission reduction.”*

**1.3. Objective.** The Air Quality Compliance and Resource Management Program identifies essential Air Force requirements and actions to manage Air Force air resource assets in order to maximize their military value and optimize their economic, ecologic, and community value, while attaining and maintaining compliance with the Clean Air Act (CAA; Title 42, United States Code (U.S.C.) Sections 7401 et seq.) in addition to all applicable state and local air quality regulations, or for overseas installations, the host-nation FGS, or OEBCD (per DoD 4715.5-G) where no FGS exist, or any relevant obligations under a binding international agreement.

**1.4. Concept.** This instruction establishes a framework for all Commands to use in complying with air quality requirements and AFD 32-70, *Environmental Quality*. All references to Commands in this AFI include the Air National Guard Readiness Center and other agencies that Headquarters, U.S. Air Force designates as “Major Command equivalent.” As needed, Commands will provide administrative and technical support to ensure installations comply with Air Force policies and regulatory requirements.

**1.5. Environment, Safety, and Occupational Health Management System (ESOHMS).** Consistent with Executive Order (E.O.) 13693, *Planning for Federal Sustainability in the Next Decade*; DoDI 4715.17, *Environmental Management System*; AFD 90-8, *ESOH*; and AFI 32-7001, *Environmental Management*, Air Force installations are directed to have an EMS to sustain, restore, and modernize natural and built infrastructure to support mission capability, as part of a larger undertaking toward an Air Force ESOHMS. All Air Force installations and facilities will comply with E.O. 13693, DoDI 4715.17, and Air Force ESOHMS guidance. (T-0). The Air Quality Program, as a part of the overall ESOHMS, seeks to appropriately plan, implement and operate, check, and review, as necessary, the management of air resources to ensure mission completion. This AFI is organized to align with that cycle of continual improvement in progressive chapters for Planning, Implementation and Operation, Checking and Corrective Action, and Management Review (chapters 3 through 6).

1.5.1. **(Added-EGLINAFB)** An overview of Eglin's Environmental Management System (EMS), which includes the AQP, is available at <https://em.eglin.af.mil> and the Eglin electronic dashboard (eDASH) website <https://cs1.eis.af.mil/sites/edash-ins1/eglin/SitePages/Home.aspx>. EMS general awareness training is required for the entire Eglin workforce. This training is accomplished through a 20-minute video and is listed on

the Eglin Academy, College of Installation Sustainment and Management <https://cs3.eis.af.mil/sites/OO-ED-AA-A2/IS/default.aspx> as course number EM 201 EMS Awareness Training. The training for civilian workers will be incorporated into the newcomer's briefing. Military will be trained by their respective Unit Environmental Coordinator (UEC) or take the training by viewing EM 201 listed above. UECs will track the training for their respective units.

## Chapter 2

### ROLES AND RESPONSIBILITIES

**2.1. This section presents the roles and responsibilities impacting the management of the Air Quality Program throughout the Air Force.** All roles and responsibilities are presented in this chapter (Chapter 2) while subsequent chapters expand on specific execution requirements connected to these roles and responsibilities. More details are provided in AFI 32-7001. Air Quality roles and responsibilities include:

2.1.1. **The DoD Environmental Executive Agent (EEA)** represents DoD in environmental matters to include air quality in the countries in which they are designated (DoDI 4715.5, *Management of Environmental Compliance at Overseas Installations*). The EEA is responsible for determining applicability of new Host Nation (HN) laws, incorporating new laws into the FGS, representing DoD to HN environmental regulators, establishing consistent environmental standards for all DoD components within the particular HN, coordinating with other DoD EEAs to avoid setting precedent within the theater, and providing guidance to installations and other DoD components operating within the HN on regulatory issues to include air quality compliance and resource management.

2.1.2. **The Deputy Assistant Secretary of the Air Force for Environment, Safety & Infrastructure (SAF/IEE)** promulgates and oversees policy for air quality compliance and resource management, including:

2.1.2.1. Approving each Air Force CAA General Conformity determination prior to release for public review and prior to finalization.

2.1.2.2. Reviewing all requests for the payment of state punitive fines and penalties assessed under the waiver of federal sovereign immunity under § 118(a) of the CAA.

2.1.3. **The Deputy General Counsel Installations, Energy, and Environment (SAF/GCN)** provides legal services to the HAF and the major commands, including the Air Force Reserve Command and the Air National Guard, and provides guidance and counsel to all Air Force lawyers regarding environmental compliance, energy, real property, and installation management requirements that affect operational, transactional, and litigation matters.

2.1.3.1. SAF/GCN assists the General Counsel in setting installations, energy, and environmental legal policy applicable Air Force-wide.

2.1.3.2. Reviews and advises SAF/IEE on the legal sufficiency of all draft and final CAA General Conformity Determinations.

2.1.3.3. Reviews and advises SAF/IEE on all requests for approval to pay state or local punitive fines and penalties assessed under the CAA.

**2.1.4. Headquarters, United States Air Force, Deputy Chief of Staff for Logistics, Engineering & Force Protection – Directorate of Civil Engineers (HQ USAF/A4C)** is the Office of Primary Responsibility (OPR) for implementing policy, issuing instructions, and overseeing execution of the Air Quality Program and responsibilities for air quality compliance throughout the Air Force. This includes the review of Air Force CAA Conformity Determinations before submission to SAF/IEE for approval.

**2.1.5. Headquarters, United States Air Force, Deputy Chief of Staff for Logistics, Installations, & Mission Support – Director of Logistics (HQ USAF/A4L)** is the Office of Primary Responsibility (OPR) for establishing sustainable transportation and air quality guidance for Air Force Fleet Vehicle management, with centralized execution through the Vehicle and Equipment Management Support Office (VEMSO) at Langley AFB, VA.

**2.1.6. The Air Force Installation and Mission Support Center (AFIMSC), Primary Subordinate Unit (PSU) - Air Force Civil Engineer Center, Environmental Directorate (AFCEC/CZ)** is responsible for executing these instructions, issuing supplemental guidance, allocating resources, and overseeing execution of the Air Quality Compliance and Resource Management Program throughout the Air Force. The AFCEC/CZ:

2.1.6.1. Provides a Subject Matter Expert (SME) to serve as the single Air Force-wide authoritative expert for the Air Quality Program, including establishing/updating air quality procedures, tracking/analyzing overall air quality compliance, and developing enterprise-level air quality compliance strategies and continuous improvement initiatives. **(T-1)**

2.1.6.2. Serves as the program management office for the standard Air Force Air Quality Tracking System, Air Program Information Management System (APIMS). **(T-1)**

2.1.6.3. Ensures technical support for CAA related requirements, including capability to interface with or carry out activities at the active installations in the Continental United States (CONUS), or directly interface with the ANG, AFRC, and overseas installations. **(T-1)** (Note: USAFE and PACAF installations are supported by the AFCEC/CF Europe and Pacific divisions.)

2.1.6.4. Cross-feeds and standardizes Air Quality Programs across the Air Force. **(T-2)**

2.1.6.5. Plans, programs, and budgets air quality compliance requirements IAW AFI 32-7001. **(T-1)**

2.1.6.6. Provides Air Force program guidance for critical (i.e., high regulatory risk) air quality areas and air emissions sources (mobile, stationary, etc.). Includes guidance for air emissions inventories, CAA conformity in the EIAP, National Ambient Air Quality Standards (NAAQS) attainment status for Air Force facilities, Greenhouse Gas (GHG) reporting, new and emerging regulatory requirements or trends, and any other emerging air quality issues as needed to ensure compliance with all federal, state, and local regulatory requirements. **(T-1)**

2.1.6.7. Assists in the collection, quality assurance, and analysis of air quality data, IAW AFI 32-7047, *Environmental Compliance, Release, and Inspection Reporting*, as follows: **(T-1)**

2.1.6.7.1. Develops and maintains program-wide key performance indicators and performance metrics, data requirements, and schedules in order to perform trend analysis and conduct compliance assessments. At a minimum, performance metrics to be tracked will include: air emissions inventories (AEIs) and potential-to-emit (PTE) timeliness and cumulative results, base operating permits by number and type, and proper use of APIMS for AEIs, PTEs, and recordkeeping. **(T-1)**

2.1.6.7.2. Collects, consolidates, and maintains installation-level air quality performance data, to include enterprise-level (Air Force-wide) performance data needed for the Defense Environmental Programs Annual Report to Congress (DEPARC) and OSD and Air Force Environmental Management Reviews (EMR).

2.1.6.7.3. Ensures enforcement actions (EAs), host nation EAs, or notices of violations, are promptly reported, tracked, and managed in the Enforcement Actions, Spills, and Inspections (EASI) database (or current system) IAW AFI 32-7047. Reviews management action plans to ensure that outstanding Open Enforcement Actions (OEAs) are resolved within the required time frames; review the response to regulatory agency inspection findings to ensure process owners take timely corrective actions and implement appropriate preventive measures; and ensures reporting timelines outlined in AFI 32-7047 are followed.

2.1.6.7.4. Tracks, assesses, and communicates new or emerging regulatory requirements for their potential impact on installation operations.

2.1.6.8. Ensures installations are using the Environmental Management System (EMS) framework IAW AFI 32-7001, to build an Air Quality management strategy to support mission capability by ensuring the sustainment, restoration, and modernization of natural and built infrastructure assets. **(T-1)**

2.1.6.9. Develops enterprise level (Air Force-wide) air quality compliance and resource management education and training. **(T-1)** Develop training and approve training provided by the Air Force Institute of Technology Civil Engineer School (AFIT/CES). Where feasible, pursue cost-effective non-traditional education and training methodologies (e.g., correspondence and webinar training). Critical air quality topics include: AEI training, air quality EIAP training, GHG Mandatory Reporting training, and any other air quality topic considered essential to ensuring compliance with all federal, state, and local regulatory requirements.

2.1.6.10. When requested, represents the Air Force on a regional basis, to federal, state, and local environmental regulatory agencies. Acts as the lead liaison office on behalf of installations for interfacing with regulatory agencies and other internal/external audit personnel, on matters requiring air quality compliance expertise or involving resource management issues. **(T-1)**

2.1.6.11. Establishes local (installation-level) procedures and provide technical expertise with regard to air quality compliance and resource management requirements. Review, edit, and approve all supplements to this instruction prior to publication. **(T-1)**



2.1.6.12. Reviews all permits and permitting requirements and potentially applicable federal, state, local, and host nation requirements as necessary to ensure compliance conditions are met for both current mission operations and projected mission growth. Maintains an updated summary of all permit requirements for installations, with a comparison to the regulatory requirements and schedules. Identifies and documents insignificant/exempt sources not subject to permitting program requirements. In coordination with the installation, ensures that all required permits are applied for, maintained, updated, and signed by an appropriate official. **(T-0)**

2.1.6.13. Ensures installation current AEI and PTE emissions inventories are performed and maintained IAW this instruction, Air Force air emissions inventory guidance, and 40 Code of Federal Regulations (CFR) Part 51 Subpart A, *Air Emissions Reporting Requirements*. Additionally, ensures AEIs and PTE contributions are explicitly documented in APIMS and emission budget updates are provided to state authorities as part of the recurring State Implementation Plan (SIP) revision process applicable to the installation. **(T-0)**

2.1.6.13.1. Checks that installations are entering, verifying, and maintaining air quality compliance and resource management-related data in the APIMS in a timely manner; including data related to: AEIs, PTEs, operating permits, permit compliance assessments, personal vehicle inspection and maintenance self-certifications, refrigerant compliance, and other pertinent air resource management information.

2.1.6.13.2. Actively compares installation's AEIs and upcoming changes in installation emission levels against regulatory thresholds and emerging regulatory requirements to assure uninterrupted mission capability and continued compliance.

2.1.6.14. Ensures installations meet the air quality planning requirements for EIAP; to include both NEPA and CAA Conformity (i.e., Transportation and General Conformity). **(T-0)**.

2.1.6.14.1. Coordinates with the Installation Civil Engineering office as early as practicable to ensure the project manager and/or construction agent for Military Construction (MILCON) and non-MILCON projects conduct timely EIAP assessments, as well as program, prepare, and submit all necessary environmental permits and related fees within the project funds. EIAP assessments must be in accordance with this instruction, Air Force guidance, and 32 CFR Part 989. **(T-0)**

2.1.6.14.2. Ensures installations in nonattainment or maintenance areas comply with the Conformity Rules IAW this instruction, 40 CFR Part 51, Subpart W; 40 CFR Part 93, Subpart B; and Air Force CAA Conformity Rule guidance. AFCEC/CZ will review all Air Force General Conformity Determinations before submission to SAF/IEE for approval. **(T-0)**

2.1.6.15. Ensures coordination through the appropriate chain-of-command of any comments on federal, state, and local proposed rulemaking, revisions, plans, protocols, permits; or consult with higher headquarters on negotiations with federal, state, and local regulatory agencies regarding installation-specific issues (e.g., variances, permit limits, and operating conditions). **(T-1)**

2.1.6.16. Tracks, assesses, and reports new or emerging regulatory requirements for potential impact on installation operations. Ensures any such requirements are incorporated into appropriate program elements and report identified impacts through the chain of command. **(T-1)**

2.1.6.17. Uses the AFI 90-201, *Air Force Inspection System (AFIS)*, as a tool for assessing and monitoring Air Force compliance, and identifying and prioritizing recommended corrective actions as necessary. **(T-1)**

2.1.6.18. Provides regulatory/legislative support by serving as a technical and regulatory advisor to the SAF/IEE, HQ USAF/A4C, AFRC, and ANG. Monitor air quality regulatory initiatives developed by the Environmental Protection Agency (EPA) and state agencies. **(T-1)**

2.1.6.19. Reviews and validates all air quality related proposed National Security Exemption (NSE) requests. If precedence setting or potential for high visibility, process NSE requests IAW the latest DoD and Air Force policies and guidance in coordination with the originating organization, the Installation Civil Engineer office's, Environmental Element, AFLOA/JACE, and Higher HQ (A4C, SAF/IEE, and/or SAF/GCN). **(T-1)**

2.1.7. **AFIMSC, PSU - AFCEC Operations, Energy, and Readiness Directorates (AFCEC/CO, CN, and CX)** will provide criteria, standards, procedural guidance, and technical support for air emission controls and sources planning, design, construction, operations, maintenance, and contract management services to the Air Staff, AFCEC, MAJCOMs, DRUs, and installations as requested. **(T-1)**

2.1.8. **The Air Force Legal Operations Agency, Environmental Law and Litigation Division (AFLOA/JACE)**, including the Environmental Law Field Support Center (AFLOA/JACE-FSC) and Regional Environmental Counsels (AFLOA/JACE-ER and AFLOA/JACE-WR), will provide legal advice to Air Staff, AFCEC, and Commands. **(T-1)**

2.1.8.1. Establishes policy necessary to execute Staff Judge Advocate (SJA) program responsibilities established pursuant to AFI 51-301, *Civil Litigation*, and any subsequent implementing instructions.

2.1.8.2. Ensures coordination with Department of Justice (DoJ), SAF/IEE, and the Secretary of the Air Force, General Counsel, Installations and Environment (SAF/GCN) regarding the payment of CAA penalties. AFLOA/JACE must provide approval before settlement of any administrative action where the terms of the settlement include provision for the payment of fines or supplemental environmental projects. **(T-1)**. The Regional Counsels will assist in resolving EAs processed against Air Force installations.

2.1.8.3. Assist in the review and validation of all air quality proposed NSEs requests. **(T-1)**

2.1.9. **The Air Force Institute of Technology Civil Engineer School (AFIT/CES)** will, in coordination with and approval of AFCEC/CZ, provide educational programs in support of the Air Quality Program. **(T-1)**.

2.1.10. **MAJCOM Commander and/or ESOH Council Chair** : Receive updates from the AFCEC/CZ on the status of their installation Air Quality programs. Provide oversight and direction to installation commanders (ESOHCs) to ensure compliant Air Quality Programs at their installations. MAJCOMs will:

2.1.10.1. In coordination with HQ USAF/A4C, AFCEC/CZ, and other MAJCOMs, perform cross-feed to standardize the Air Force Air Quality Program.

2.1.10.2. ANG (NGB/A4) and AFRC (AFRC/A7) perform the roles and responsibilities performed by the AFCEC/CZ for their bases (except for appropriate SME role/responsibilities) identified in section 2.1.6 above, for non-active duty installations. For ANG- or AFRC-specific policy and procedure not addressed in this instruction or needed to clarify unique requirements are addressed by ANG or AFRC as a supplement to this instruction or additional policy guidance.

2.1.11. **MAJCOM SJAs** will ensure coordination of all actions as appropriate, to include coordinating with the DoD EEA, AFLOA/JACE, SAF/GCN and SAF/IEE, involving any formal settlement agreements overseas that have the potential to set precedent.

2.1.12. **Installation/Center Commander** (ESOHC Chair unless delegated to the Deputy Installation Commander) will:

2.1.12.1. Ensure proper air quality compliance and resource management principles are emphasized to installation personnel.

2.1.12.2. Ensure the installation Air Quality Program is managed to comply with all applicable U. S. federal, state, and local requirements (including permits), or for overseas, the FGS, or OEBGD, where no FGS exists, and obligations under international agreements; and conforms with applicable MAJCOM Supplements, Instructions, or Standard Operating Procedures, or higher level Air Force/DoD policies or directives. **(T-0)**

2.1.12.3. Ensure EAs, host nation EAs, or notices of violation are promptly reported, tracked, and managed IAW AFI 32-7047, *Environmental Compliance, Release, and Inspection Reporting*. **(T-1)**

2.1.12.4. As the “Responsible Official” under the CAA, 40 CFR § 70.2, 40 CFR § 71.2, and applicable state or local regulations, certify compliance with CAA Title V operating permit requirements by signing all CAA Title V permit applications, certify compliance with any other applicable operating and construction permit requirements, and maintain the authority to shut down any non-compliant air emissions source at the installation. Delegation of “Responsible Official” duties is not authorized. **(T-0)**

2.1.12.4.1. **(Added-EGLINAFB)** 96th Test Wing/Commander (96 TW/CC) serves as the Responsible Official for Eglin AFB. 96 CEG/CEIEC provides written notification of the responsible official, by name, to the Florida Department of Environmental Protection (FDEP).

2.1.12.4.2. **(Added-EGLINAFB)** The Responsible Official signs all air permit applications using the FDEP electronic database and all final compliance certifications prior to 96 CEG/CEIEC submitting them to FDEP. Two kinds of certifications are submitted to FDEP and Region 4 Environmental Protection Agency

(EPA): 1) Title V Operating Permit Compliance Certification, which is due to FDEP/EPA annually within 60 days after the previous calendar year. 2) Aerospace National Emission Standards for Hazardous Air Pollutants (NESHAP) Certification, which is due to FDEP/EPA semi-annually within 60 days after the close out dates for the report (Jan-Jun) and (Jul-Dec) respectively. The responsible official also signs the Electronic Annual Operating and Fee Report due to FDEP by 1 April each year for the previous calendar year.

2.1.12.5. Ensure organizations planning to purchase equipment that generates air emissions with potential permitting, authorization, or registration requirements (e.g. degreasers, generators, boilers, painting, or abrasive blasting equipment, etc.), first coordinate with the Installation Civil Engineering office. **(T-1)**

2.1.12.6. Ensure installation organizations, tenant organizations (within the installation's command and control), to include the Army and Air Force Exchange Service (AAFES), and other DoD services (on Air Force installations or on joint installations where the Air Force is the lead component), comply with applicable federal, state, local, and installation air quality requirements, and coordinate any actions which affect air quality (to include construction activities and installation of applicable equipment) with the Installation Civil Engineering office. **(T-0)**

2.1.12.6.1. These organizations, tenants, and services will maintain records to demonstrate compliance with Air Quality Program requirements. **(T-0)**.

2.1.12.6.2. These organizations, tenants, and services operating in foreign countries are not subject to the provisions of the CAA, but must comply with the host nation-specific FGS, or the OEBGD (published by DoD where no FGS exists), and any obligations under a binding international agreement. **(T-0)**.

**2.1.13. Civil Engineering-Installation Management Flight (formerly Asset Management), Environmental Element (CEIE)** (for ANG Units, Environmental Management Office, EMO) is the installation environmental function that has overall management and execution responsibility of the installation's environmental program (reference AFI 32-70 series) and is the focal point for monitoring the installation's compliance status with all applicable federal, state, local, and host-nation requirements. The environmental function (under the oversight of the AFCEC/CZ, excluding AFRC and ANG installations) will:

2.1.13.1. Ensure compliance with all applicable U. S. federal, state, and local requirements (including permits), or for overseas, the FGS, or OEBGD where no FGS exists, and obligations under international agreements; and conforms with applicable MAJCOM Supplements, Instructions, or Standard Operating Procedures, or higher level Air Force/DoD policies or directives. **(T-0)**. In coordination with the AFCEC/CZ, act as the liaison office for air quality compliance and resource management issues with regulatory agencies, and with both internal and external audit or assessment personnel. **(T-1)**

- 2.1.13.1.1. **(Added-EGLINAFB)** 96 CEG/CEIEC personnel will facilitate all regulatory notifications to and/or other official communication with FDEP and EPA, or any other regulatory entity regarding Eglin's AQP while coordinating with AFCEC/CZ.
- 2.1.13.2. Identify and request needed environmental sampling, analysis, and monitoring to support the Air Quality Program at its installation as required by 40 CFR § 51.212. **(T-0)**
- 2.1.13.3. Initiate, develop, and submit funding requests for air quality compliance and resource management requirements, regardless of fund source. **(T-1)**
- 2.1.13.4. Establish local procedures and provide technical expertise with regard to air quality compliance and resource management requirements. **(T-1)**
- 2.1.13.4.1. **(Added-EGLINAFB)** The Air Quality Program Manager (AQPM) provides tools to assist Eglin organizations in implementing a compliant AQP. These tools include the Eglin Air Source Manager's Guide, inspection checklists, an Air Emissions chapter in the UEC Handbook and an online Air Emissions Inventory and are available on the Air Website <https://em.eglin.af.mil/emc/emce/emcea/aqpweb/inventory/>.
- 2.1.13.4.2. **(Added-EGLINAFB)** The AQPM will establish an Air Quality Compliance Assistance Team (AQCAT). Under the direction of the AQPM the AQCAT will provide compliance assistance.
- 2.1.13.5. Oversee proper programming, recordkeeping, and reporting procedures, to include timely regulatory notifications of emissions events and response to Air Force data calls. **(T-0)**
- 2.1.13.6. Provide education and training, to include Air Management Training, Air Source Operator Training, and shop level training to meet applicable federal, state, and local air quality compliance requirements. **(T-0)**
- 2.1.13.6.1. **(Added-EGLINAFB)** The AQPM provides required and optional training at the Air Website according to Figure 5.5 of this supplement.
- 2.1.13.7. Ensure new construction or modifications to existing air emission sources are not initiated until appropriate EIAP assessments are completed and permits are received from cognizant regulatory authorities. **(T-0)**
- 2.1.13.8. Review all permits and permitting requirements and potentially applicable federal, state, and local requirements as necessary to ensure compliance conditions are met, for both current mission operations and projected mission growth. Based on the permit review, initiate permit modifications/changes through AFCEC/CZ, ANG or AFRC as needed. **(T-0)**
- 2.1.13.9. Coordinate with the Base Civil Engineer as early as practicable to ensure the MAJCOM and/or AFCEC project manager, and/or construction agent for MILCON and non-MILCON projects, prepares, submits, and funds all necessary environmental permits and related fees with project funds. **(T-1)**

2.1.13.10. Coordinate EIAP assessments with proponent organization initiating Air Force Actions as early as practicable.

2.1.13.10.1. Establish installation-level procedures to document compliance with the EPA General Conformity rule, 40 CFR Part 51, Subpart W, and 40 CFR Part 93, Subpart B, for those installations located in areas that have been classified as either nonattainment or maintenance. **(T-0)**

2.1.13.10.2. Conduct air quality EIAP assessments IAW this instruction, the *Air Force Air Quality EIAP Guide*, and 32 CFR Part 989.

2.1.13.11. If applicable, ensure the installation's current AEI and PTE emissions contributions are explicitly documented as required, and periodically updated in the air emissions inventory and in the installation's specific State Implementation Plan (SIP) emission budget. Maintain the installation's baseline emissions inventory in order to determine if proposed physical or operational changes to stationary sources require "netting" or offset requirements under New Source Review (NSR) and other CAA programs. **(T-0)**

2.1.13.12. Ensure air quality compliance and resource management-related data are verified and maintained in the APIMS, including data related to air emissions inventories, operating permits, key (i.e., top emitters) source categories (i.e., RICE and boilers/process heaters) compliance data, vehicle inspection and maintenance certifications, and other pertinent air resource management information. **(T-1)**

2.1.13.13. Ensure comments on federal, state, and local proposed rules, revisions, plans, protocols, permits, and negotiations with federal, state, and local regulatory agencies regarding installation-specific issues (e.g., variances, permit limits and operating conditions) are coordinated through the chain-of-command, including with AFCEC/CZ. **(T-1)**

2.1.13.14. Coordinate permits, OEAs, and other applicable documents and actions with the installation SJA and AFCEC/CZ (for ANG and AFRC, also the MAJCOM JA). **(T-1)**

2.1.13.15. Coordinate with the installation contracting function to ensure the applicable regulatory requirements clauses (FARS) and other appropriate conditions (Executive Order directives, Air Force requirements, etc.) are included in all contracts. **(T-2)**

2.1.13.15.1. **(Added-EGLINAFB)** The AQPM will review 96 CEG/CEIEC's contracts template every 12 months or more frequently if changes warrant and coordinate updates with Air Force Test Center/Contracting Directorate, Operational Contracting (AFTC/PZIO) through 96th Civil Engineer Group/Environmental Analysis Element (96 CEG/CEIEA) to ensure applicable requirements are provided for contracts.

2.1.13.16. Coordinate with the installation Bioenvironmental Engineer on any air pollution-related episodes or issues that could potentially require an occupational and environmental health risk assessment IAW AFI 48-145, as well as any resulting actions to address unacceptable health hazards identified by those assessments. **(T-1)**

2.1.13.17. Inform the installation Public Affairs office of any violations or follow-up corrective actions, or other issues, impacting the base populace or local civilian community. **(T-1)**

2.1.13.18. Ensure owners of air emission sources have operational procedures in place to maintain compliance, while utilizing preventive maintenance and optimal housekeeping measures to minimize the generation of air pollutants. **(T-2)**

2.1.13.19. Ensure air-conditioning and refrigeration equipment are constructed, installed, operated, tested, repaired, and maintained in compliance with applicable codes, CAA regulations, other applicable federal law; or for overseas installations IAW host nation final governing standards (FGS). **(T-0)**. Implement air-conditioning and refrigeration equipment management **IAW** AFI 32-7086, *Hazardous Materials Management*, and Air Force Manual 32-7089, *Refrigerant Management Program*. **(T-1)**

2.1.13.20. Ensure Refrigerant Managers use the refrigerant module within APIMS for appropriate Refrigerant Management to include carrying out tracking, monitoring, and recordkeeping actions required for CAA or Air Quality compliance, as well as other appropriate refrigerant management required IAW AFMAN 32-7089. **(T-1)**

2.1.13.20.1. **(Added-EGLINAFB)** The AQPM will coordinate with Eglin's Heating, Ventilation and Air Conditioning (HVAC) shops [796 CES and Reliance Test & Technology (RT&T)] to ensure they are recording all the required data as instructed in AF Manual 32-7089, chapters 2 and 3. The AQPM will also contact all tenant and contracted organizations to ensure their refrigeration tracking and maintenance requirements meet the intent of AF Manual 32-7089.

2.1.13.21. Initiate air quality related proposed National Security Exemption (NSE) requests for suspending compliance requirements that restrict military mission and training needs to the extent that national security would be compromised. Submit all NSE proposed requests to AFCEC/CZ for verification and processing. Assist AFCEC/CZ in processing NSEs and ensure coordination between AFCEC/CZ, AFLOA/JACE, and the originating organization. **(T-1)**

2.1.13.22. Conduct periodic compliance assessments using shop-level and programmatic inspection checklists, while documenting inspections and findings in APIMS. **(T-1)**

2.1.13.23. **(Added-EGLINAFB)** 96 CEG/CEIEC will provide a compliance certification package to each affected commander/director for certification and signature at the appropriate time to meet deadlines listed in paragraph 2.1.12.4.2.

2.1.13.24. **(Added-EGLINAFB)** The AQPM will coordinate Air Source Manager meetings and newsletters as necessary to communicate changes and requirements in local, state and federal requirements.

2.1.13.25. **(Added-EGLINAFB)** The AQPM will maintain and review the "general duty" Risk Management Plan (RMP) annually and will coordinate with the AFCEC Installation Support Team for any updates.

2.1.13.26. **(Added-EGLINAFB)** All installation, tenant units and other DoD services and contractor operations assigned to Eglin AFB will adhere to the requirements within this instruction and will:

2.1.13.26.1. **(Added-EGLINAFB)** Ensure each Wing/Group/Squadron Commanders or equivalent positions of installation and tenant units assigned to Eglin AFB which owns, operates and/or maintains air emissions sources are responsible for operating air emissions sources in a compliant manner. A list of air emissions sources, which can be sorted and filtered by organization, is available at the Air Website <https://em.eglin.af.mil/emc/emce/emcea/aqpweb/inventory/>. Air emissions source owners/maintainers must:

2.1.13.26.1.1. **(Added-EGLINAFB)** Develop, approve and sign the organization's Air Plan as required under paragraph 4.3.8 of this supplement. The Air Plan demonstrates how the organization will comply with this supplement, tailoring requirements to the organization's air emissions sources.

2.1.13.26.1.2. **(Added-EGLINAFB)** Submit a copy of a new or updated Air Plan to 96 CEG/CEIEC no less than every 24 months. If no change to the plan is required, submit a letter to 96 CEG/CEIEC signed by the commander stating so. Note the date of the unchanged plan in the letter.

2.1.13.26.1.3. **(Added-EGLINAFB)** Ensure projects to install/maintain required air emissions control equipment are approved by the AQPM. The organization will ensure the equipment is budgeted and funded. Control equipment or limitations may be necessary for some air emissions sources to meet Title V Permit operational requirements.

2.1.13.26.1.4. **(Added-EGLINAFB)** Ensure personnel receive appropriate AQP training according to Figure 5.5 of this supplement. Ensure training is documented and records are readily available for inspection.

2.1.13.26.1.5. **(Added-EGLINAFB)** Certify and submit annual and/or semi-annual compliance certifications to the 96 CEG/CEIEC at the appropriate time to meet deadlines listed in paragraph 2.1.12.4.2.

2.1.13.26.1.6. **(Added-EGLINAFB)** Ensure the AQPM functions as the focal point for all responsibilities under paragraph 2.1.13 of AFI 32-7040 and this supplement.

2.1.13.26.1.7. **(Added-EGLINAFB)** Appoint UECs who will serve as a conduit between the installation environmental function and their units. The Eglin UEC Handbook provides guidance. UECs will:

2.1.13.26.1.8. **(Added-EGLINAFB)** Periodically review unit activities for potential air emissions sources not already included in AEI. This might include contractor or visiting unit activities. The Air Website can help ASMs/UECs identify air emissions sources.

2.1.13.26.1.9. **(Added-EGLINAFB)** Coordinate AEI updates through the ASM to the AQPM.

2.1.13.26.1.10. **(Added-EGLINAFB)** Ensure the organization utilizes the AF Form 813, *Request for Environmental Impact Analysis (EIA)*, process and follow any and all air quality stipulated requirements as documented on the AF Form 813 (reference paragraph 3.5.3). Review and approve/disapprove organizational AF



Forms 813.

2.1.13.26.1.11. **(Added-EGLINAFB)** Ensure the organization utilizes Eglin's Enterprise Environmental, Safety, & Occupational Health Management Information System (EESOH-MIS) for hazardous materials management. Exemptions must be approved through Eglin's Hazardous Materials Management Cell (HazMat Cell) (96 CEG/CEIEC), 882-5929.

2.1.13.26.1.12. **(Added-EGLINAFB)** Complete the following Air Quality Compliance training according to Figure 5.5 of this supplement: Category IV, Awareness

2.1.13.26.1.13. **(Added-EGLINAFB)** Appoint a primary and alternate ASM in writing to 96 CEG/CEIEC. Submit a new ASM appointment letter within 30 days of an ASM or alternate change, or when the commander changes. Current ASM appointment letters can be viewed at the Air Website. An ASM appointment letter template is available on the Air Website.

2.1.13.26.1.14. **(Added-EGLINAFB)** Ensure the ASM are responsible for implementing compliant air quality practices within their organizations and transmitting reviewed and certified AQP compliance data to the AQPM via the Surface Coating Management System (SCMS) and/or Monthly Air Monitoring Forms (online entry) or other AQPM approved data reporting mechanism. ASMs will:

2.1.13.26.1.14.1. **(Added-EGLINAFB)** Use the Eglin ASMs Guide for more detailed information on implementing and maintaining a compliant AQP.

2.1.13.26.1.14.2. **(Added-EGLINAFB)** Develop and implement an Air Plan that outlines the air quality compliance responsibilities of the organization as described in paragraph 4.3.8 of this supplement.

2.1.13.26.1.14.3. **(Added-EGLINAFB)** Update the AEI as changes occur. Report to the AQPM the addition/deletion or transfer of any emissions source or process by submitting a completed registration or transfer form for each affected emissions source. ASMs will review, at least annually during the compliance certification process, their air emissions inventory on the Air Website, ensuring the AEI is completely current prior to having their commander sign the organization's annual Title V Permit compliance certification.

2.1.13.26.1.14.4. **(Added-EGLINAFB)** Ensure all air emission sources are coordinated with the AQPM prior to installation. No emission source shall be operated prior to the completion of the registration process. The registration process is described in paragraph 4.3.5.1 of this supplement. Registration forms are available at the Air Website.

2.1.13.26.1.14.5. **(Added-EGLINAFB)** Review and certify annual and semi-annual compliance certification packages as required.

2.1.13.26.1.14.6. **(Added-EGLINAFB)** Complete the following AQC training according to Figure 5.5 of this supplement: Category II, Air Source Manager.

2.1.13.26.1.14.7. **(Added-EGLINAFB)** Ensure all operators' certifications and/or licenses, if required, are maintained current in accordance with the 40 CFR, 82.161 and available for inspection. Certifications/licenses include those for persons that install or service motor vehicle air conditioners and those that service air conditioning appliances and equipment.

2.1.13.26.1.14.8. **(Added-EGLINAFB)** Ensure air emissions equipment and chemical usage data is reported monthly. The data must be certified by the 10th working day of the following month as required under paragraph 4.3.9 of this supplement. Organizational personnel will use the SCMS and/or Monthly Air Monitoring Forms at the Air Website or other AQPM approved data reporting mechanism to enter, review, and certify data. All organizations that do not have access to the Air Website will contact the AQPM for an alternate reporting procedure.

2.1.13.26.1.14.9. **(Added-EGLINAFB)** Ensure that air source operators are periodically briefed on the acceptable air emissions source operating conditions. Ensure that new operators are briefed on monitoring/operation and recordkeeping/reporting requirements of an air emissions source prior to using that source/equipment.

2.1.13.26.1.14.10. **(Added-EGLINAFB)** Attend ASM meetings as coordinated by the AQPM.

2.1.13.26.1.14.11. **(Added-EGLINAFB)** Coordinate, in advance, all of the organization's external air program inspections or air data collection events with the AQPM. External inspections or events are those outside of the organization's Eglin-based chain of command, and include MAJCOM level and regulatory agencies. Organizations may request staff assistance visits, data retrieval, and other services to support organizations during these external events.

2.1.13.26.1.14.12. **(Added-EGLINAFB)** Seek pollution prevention opportunities to reduce air pollution. See paragraph 3.2.3 of this supplement.

2.1.13.26.1.15. **(Added-EGLINAFB)** ASO are users of equipment or processes listed in the AEI and they will:

2.1.13.26.1.15.1. **(Added-EGLINAFB)** Post acceptable operating conditions in the immediate area of the air emissions unit where they are easily visible to the operator as well as inspection personnel. Where it is not possible to post acceptable operating conditions in the immediate area, such as inside paint booth operations, document acceptable operational conditions in a place readily available to the operator and inspection personnel.

2.1.13.26.1.15.2. **(Added-EGLINAFB)** Conduct operational inspections of air emissions sources. Identify personnel that will conduct inspections, determine frequency of inspections and document inspections. Notify unit commander source owner and AQPM when the air emissions unit is out of compliance; cease operations and develop corrective action plan to correct deficiencies.

2.1.13.26.1.15.3. **(Added-EGLINAFB)** Identify, program and budget to procure, install, and maintain air source emissions control devices to ensure no violations of emissions standards. Request support from ASM, UEC and AQPM as needed to provide technical assistance with these requirements.

2.1.13.26.1.15.4. **(Added-EGLINAFB)** Attend Category III, Air Source Operator, AQP training as required by Figure 5.5 of this supplement.

2.1.13.26.1.16. **(Added-EGLINAFB)** Range users expending munitions will report munitions expenditures according to EAFBI 13-212, *Range Planning and Operations*. This data is required to meet federal and state environmental law.

2.1.13.26.1.17. **(Added-EGLINAFB)** 96 CEG/CEIEC, HazMat Cell will:

2.1.13.26.1.17.1. **(Added-EGLINAFB)** Coordinate with the AQPM and 96 AMDS/SGPB to establish shop codes and processes.

2.1.13.26.1.17.2. **(Added-EGLINAFB)** Ensure that, at a minimum, SDS fields for physical and chemical properties (e.g., density or specific gravity, VOC content) which are required to Support AQPM calculations and reporting are completed in EESOH-MIS prior to approving an AUL.

2.1.13.26.1.17.3. **(Added-EGLINAFB)** Collect hazardous material usage data (logs or other acceptable listing determined by the AQPM) from organizations that do not use EESOH-MIS, and report to AQPM by the 10th of each month.

2.1.13.26.1.17.4. **(Added-EGLINAFB)** Encourage organizations to make material substitutions for ODSs, VOCs and Hazardous Air Pollutant containing materials.

2.1.13.26.1.18. **(Added-EGLINAFB)** Responsibilities for all organizations include:

2.1.13.26.1.18.1. **(Added-EGLINAFB)** Comply with Eglin's Title V Permit.

2.1.13.26.1.18.2. **(Added-EGLINAFB)** Utilize the AF Form 813, *Request for Environmental Impact Analysis*.

2.1.13.26.1.18.3. **(Added-EGLINAFB)** Utilize Eglin's EESOH-MIS for hazardous materials management. Exemptions must be approved through Eglin's HazMat Cell, 882-5929.

2.1.14. **Installation SJAs** (or MAJCOM JA for ANG and AFRC) will:

2.1.14.1. Report all EAs and host nation EAs to AFLOA/JACE, the MAJCOM SJA, and the appropriate environmental organizations IAW the AFI 32-7047 and AFI 51-301. Advise commanders responding to EAs levied against Air Force facilities. **(T-1)**

2.1.14.2. Provide advice for appropriate aspects of the installation Air Quality Program (to include permits, compliance requirements, and funding) and coordinate on all substantive advice with the MAJCOM SJA. **(T-1)**

2.1.14.3. Assist in negotiating permit limits and operating performance measures and any other type of air permits and agreements in close coordination with the installation environmental function. **(T-1)**

2.1.14.4. Review draft permits and proposed federal, state, and local rules and protocols and provide comments to the CEIE before submission to regulatory agencies. **(T-1)**

2.1.14.5. Ensure that the proper Air Force “responsible official”, or similar designation, certifies state and local air permits and other legally required documents. **(T-1)**. Certification responsibility cannot be delegated.

2.1.14.6. Coordinate permit, enforcement action/host nation enforcement action, and other documents and actions involving government regulatory agencies with the MAJCOM SJA and AFCEC/CZ. Request approval through the MAJCOM SJA from AFLOA/JACE for any settlement where the terms include provisions for the payment of fines or supplemental environmental projects. **(T-1)**

2.1.15. **Installation Bioenvironmental Engineers** will coordinate air quality data from Occupational and Environmental Health Program Process Assessments prescribed by AFI 48-145 with the CEIE. **(T-2)**

2.1.15.1. **(Added-EGLINAFB)** 96 AMDS/SGPB will coordinate with the AQPM to establish hazardous material issue points and shop identifications and AQP regulatory specific process codes.

2.1.16. **Installation Organizations planning to purchase equipment** that may generate air emissions which have potential permitting, authorization or registration requirements (e.g. degreasers, generators, boilers, painting or abrasive equipment, etc.) will first coordinate with the CEIE. **(T-0)**

2.1.17. **Installation Tenant organizations (to include AAFES) and other DoD services on Air Force installations or on Joint Bases** , where the Air Force is the lead component with command/control, will comply with applicable federal, state, local, FGS or OEBGD (where no FGS exist), and installation air quality requirements, and coordinate any actions which affect air quality (to include construction activities and installation of applicable equipment) with the CEIE. **(T-0)**

2.1.17.1. These organizations, tenants, and services will maintain records to demonstrate compliance with Air Quality Program requirements. **(T-0)**

2.1.17.2. Organizations, tenants, and services operating in foreign countries are not subject to the provisions of the CAA but must comply with the nation-specific FGS or OEBGD, where no FGS exists, and any obligations under a binding international agreement. **(T-1)**

**2.1.18. Government Owned-Contractor Operated (GOCO) facilities shall:**

2.1.18.1. Ensure their facility Air Quality Program is managed to ensure compliance with all applicable U.S. federal, state, and local requirements (including permits), or for overseas, the FGS or OEBCD, where no FGS exists, and obligations under international agreements; and conforms with applicable MAJCOM Supplements, Instructions, or Standard Operating Procedures, or higher level Air Force/DoD policies or directives. **(T-0)**

2.1.18.2. Unless otherwise alleviated of responsibility by an official Memorandum of Agreement (MOA), meet all substantive regulatory requirements under the role/responsibilities shown for the Installation Commanders (see 2.1.12) and the CEIE (see 2.1.13). **(T-0)**

## Chapter 3

### PLANNING

**3.1. General Planning Guidelines (applicable to all installations, including overseas).** It is critical that the Air Quality Program be proactively developed to ensure air quality assets necessary to support (and protect) the mission are available for all present and future operations. Planning should be focused on maximizing the military value of air resources and optimizing their environmental, economic, ecological, and community value while assessing, attaining, and maintaining compliance with applicable air quality laws and regulations.

**3.1.1. AFCEC/CZ shall establish and maintain specific Air Force guidance and oversight for critical air quality areas, to include:**

3.1.1.1. Air emissions inventory guidance for Air Force sources relaying standardized procedures and methodologies for estimating emissions for AEIs (per 40 CFR Part 51, Subpart A, *Air Emissions Reporting Requirements*); to include mobile, stationary, and all other sources of air emissions. **(T-1)**

3.1.1.2. Air quality guidance for implementation of EIAP IAW 32 CFR Part 989, and Conformity Rules (i.e., Transportation and General Conformity) guidance IAW 40 CFR Part 51, Subpart W, and 40 CFR Part 93, Subpart B. **(T-1)**

3.1.1.3. An authoritative attainment status list of Air Force installations and facilities, through on-going review of the U.S. CFRs, for use in permitting, EIAP, and Conformity Rules assessment. **(T-1)** List is kept updated to correct erroneous attainment status listings in the EPA's Green Book.

3.1.1.4. Greenhouse Gas (GHG) guidance on standardized procedures and methodologies for estimating emissions, to include mandatory reporting IAW 40 CFR Part 98 and DoD compliance with GHG requirements under Executive Order 13693. **(T-1)**

3.1.1.5. Emerging issues analysis and guidance on new and emerging regulatory requirements to assess impacts on the mission and ensure compliance, in the form of an annual emerging issues assessment report. **(T-1)**. Emerging regulatory requirements shall be identified and appropriate guidance established one year prior to the promulgation of the regulation. (T-1).

3.1.1.6. Oversight of Base Civil Engineers on all matters related to planning for air quality management and compliance as listed in Section 3.1.2 below. **(T-1)**

3.1.1.7. Currency of Air Force Manual 32-7089 in coordination with AFCEC/CO to ensure compliance with applicable CAA regulations and host nation FGS at overseas installations. **(T-1)**

3.1.1.8. Enterprise-level air quality compliance guidance for key source categories:

3.1.1.8.1. Internal Combustion Engine (ICE) sources IAW 40 CFR Part 63 Subpart ZZZZ, *National Emission Standard for Hazardous Air Pollutants (NESHAP) for Reciprocating ICE*; 40 CFR Part 60 Subpart JJJJ, *New Source Performance Standards (NSPS) - Standards of Performance for Stationary Spark ICE*; and 40 CFR

Part 60 Subpart III, *Standards of Performance for Stationary Compression Ignition*. (T-1)

3.1.1.8.2. Boilers and process heaters IAW 40 CFR Part 63 Subpart DDDDD, *NESHAP Major Sources: Industrial, Commercial, and Institutional Boilers and Process Heaters*, and 40 CFR Part 63 Subpart JJJJJ, *NESHAP Industrial, Commercial, and Institutional Boilers Area Sources*.

3.1.1.8.3. Other key source categories as determined by the SME. (T-1)

**3.1.2. The CEIE shall perform the following planning actions:**

3.1.2.1. As early as practicable, coordinate closely with all applicable organizations (e.g., MAJCOM, other Civil Engineer Flights, Bioenvironmental Engineering, logistics functions, federal, state and local regulatory authorities, metropolitan planning organizations, etc.) on plans for new construction, modification or replacement of emissions-related equipment, and on other requirements which will potentially impact the installation's air emissions. (T-1)

3.1.2.2. Actively compare the installation AEI and upcoming changes in installation emission levels against regulatory thresholds and emerging regulatory requirements to assure uninterrupted mission capability and continued compliance. (T-0)

3.1.2.3. Maintain an updated summary of all operating permit requirements in APIMS with a comparison to the regulatory requirements and schedules. Identify and document insignificant/exempt sources not subject to permitting program requirements. (T-1)

3.1.2.4. Ensure expeditious compliance with newly promulgated standards.

3.1.2.4.1. Track and assess new or emerging CAA regulatory requirements for their potential impact on installation operations. Ensure any such requirements are incorporated into appropriate program elements and report identified impacts to AFCEC/CZ through the appropriate chain of command. (T-1)

3.1.2.4.2. Pre-plan to ensure requirements to meet newly promulgated standards are programmed and budgeted for within the length of the first program objective memorandum cycle following the effective date of the regulatory established compliance deadlines. (T-1)

**3.2. Pollution Prevention in Planning** (applicable to all installations, including overseas). IAW AFPD 32-70, AFI 32-7001, AFI 32-7086, *Hazardous Material Management*, and to meet E.O. 13693 goals/objectives, installations will take actions to prevent and reduce pollution by minimizing or eliminating the use of hazardous materials and by minimizing the release of pollutants into the air given technical and economic feasibility and operational and business requirements. (T-1)

3.2.1. Installations will integrate air pollution prevention planning with air emission mitigation strategies and installation planning IAW AFI 32-7062, *Comprehensive Planning*, and include an assessment of the viability of obtaining emission offsets or emission reduction credits (ERCs) for quantifiable, permanent, and surplus criteria pollutant emission reductions (see *Air Force Air Quality EIAP Guide Volume II* for additional information). (T-1)

3.2.2. Further information on the pollution prevention environmental management hierarchy, requirements and guidelines are outlined in the Pollution Prevention section of AFI 32-7001.

3.2.3. **(Added-EGLINAFB)** All organizations should seek to reduce air pollution. This can be achieved through changes in production, operations, using less hazardous materials, updating equipment, or modifying procedures. Organizations are encouraged to suggest air pollution prevention opportunities to the AQPM or Eglin's Pollution Prevention Program Managers, 96 CEG/CEIEC, 882-7662 or 882-7671.

**3.3. Emissions Control Technology** (applicable to all installations under the regulatory oversight of the EPA). Installations will cite applicable emission/control/performance standards for each project requiring specification or installation of equipment for control of regulated air pollutants to ensure that the proposed control technology meets air quality compliance requirements. **(T-0)**

3.3.1. New major sources located in areas designated as attaining NAAQS require utilization of Best Available Control Technology (BACT). Maximum Achievable Control Technology (MACT) Standards are technology-based air emission standards established to reduce emissions of hazardous air pollutants (HAPs); the standards for smaller (area) sources are called Generally Available Control Technology (GACT). Lowest Achievable Emission Rate (LAER) is required on new or modified major sources in nonattainment areas. Reasonably Available Control Technology (RACT) is required for existing sources in nonattainment areas, and in most cases, is less stringent than New Source Performance Standards (NSPS) or BACT.

**3.4. Conformity Rule Planning** (applicable to all installations under the regulatory oversight of the EPA). Conformity Rules (40 CFR Part 93, Subpart B, and any applicable state/tribal regulations promulgated per 40 CFR § 51.851) apply only to federal actions in nonattainment and maintenance areas. Installations will ensure all Conformity Rule planning is accomplished IAW the current Air Force Air Quality EIAP Guide maintained by AFCEC/CZ, and meets the requirements of the CAA, Section 176(c)(1) and 40 CFR Part 93, Subpart A, for federal highway and transit actions, or 40 CFR Part 93, Subpart B, for all other actions. **(T-0)**

3.4.1. Before implementing any federal action in an air quality nonattainment or maintenance area, the installation or other proponent (with assistance from AFCEC/CZ, ANG, and AFRC) shall complete a General Conformity applicability analysis per 40 CFR §§ 93.153(b) and (c), and a General Conformity determination per 40 CFR § 93.154 (if applicable), to ensure the action does not interfere with a state's plan to attain and maintain the NAAQSs (known as State Implementation Plans or SIPs). **(T-0)**. IAW CAA, Section 176(c), any action that negatively affects the implementation or goals of the SIP is not allowed to proceed. Installations will ensure all EIAP documents address applicable conformity requirements and the status of compliance. **(T-0)**. Conformity applicability analyses and determinations are developed in parallel with EIAP documents, but are separate and distinct requirements and should be documented separately. To increase the utility of a conformity determination in performing the EIAP, the conformity determination should be completed prior to the completion of the EIAP so as to allow incorporation of the information from the conformity determination into the EIAP decision process.



3.4.2. As an initial part of the planning process, the proponent (with assistance from the AFCEC/CZ, ANG, and AFRC) shall perform a General Conformity Applicability Analysis using the Air Conformity Applicability Model (ACAM) or other A4C approved automated air quality impact assessment tool **(T-0)**. If ACAM (or other approved tool) determines General Conformity is applicable, the proponent (with assistance from the AFCEC/CZ, ANG, and AFRC) will perform and approve a conformity determination before the EIAP process is completed. **(T-0)**

3.4.2.1. Proponents shall prepare required conformity documents in coordination with the installation and AFCEC/CZs. **(T-0)**. AFCEC/CZ will transmit draft conformity determinations to HQ USAF/A4C for higher HQ coordination and SAF/IEE approval, prior to release for public review. **(T-0)**

3.4.2.2. Currently, SAF/IEE is the lowest level of signature authority designated for a General Conformity determination.

**3.5. Environmental Impact Analysis Process (EIAP) Planning** (applicable to all installations under the regulatory oversight of the EPA). NEPA requires the responsible federal official to consult with and obtain the comments of any federal agency that has jurisdiction by law or special expertise with respect to any environmental impact. Proponents/installations/MAJCOMs will ensure all NEPA/EIAP planning is accomplished IAW 32 CFR Part 989 and 40 CFR Parts 1500-1508, the most current Air Force Air Quality EIAP Guide issued by AFCEC/CZ, and must meet the requirements of the CAA Section 176(c), 32 CFR Part 989, and 40 CFR Parts 1500-1508. **(T-0)**

3.5.1. EIAP Air Quality Planning. Before implementing any federal action (regardless of the air quality attainment status) the proponent (with assistance from the AFCEC/CZ) shall complete an Air Quality Impacts Analysis (AQIA) that analyzes and discloses all of the ambient air impacts and any permit requirements involving any attainment criteria pollutant emissions, HAP emissions, and emissions of any other regulated pollutants under the CAA, such as ozone depleting substances (ODS), that result from the proposed action. **(T-0)**. The AQIA includes an initial screening of the net change in emissions using the ACAM (or other approved tool). **(T-0)**

3.5.2. Conformity Rules: According to 32 CFR § 989.30, all EIAP documents address the CAA Conformity Rule requirements. Proponents ensure a General Conformity applicability analysis and a General Conformity determination (if applicable), is completed prior to the completion of the EIAP in order to allow incorporation of the information into the EIAP and allow for the agency and public review. Where required, proponents must complete conformity determinations simultaneously with EIAP decision documents, otherwise the action becomes delayed. **(T-0)**

3.5.3. **(Added-EGLINAFB)** Organizations must initiate the EIAP for proposed actions as early in the planning process as possible. Timely submittal will help to avoid delays later in the action implementation. AF Form 813, *Request for EIA*, initiates the EIAP process. UECs review and concur/non-concur on all AF Forms 813 for their organizations electronically on the 813 website prior to submitting to Environmental Planning Office electronically on the 813 website. The AF Form 813 will alert the AQPM of compliance conditions that must be addressed to proceed with an action. This could include permits and related fees. AQP-related actions requiring an AF Form 813 include, but are not limited to:

installation, modification, or removal of emissions-producing equipment such as boilers and generators; open burning; degreasing; painting; de-painting; evaporation of hazardous materials; generation of dust; and addition of or change to a refrigerant management process. Eglin's AF Form 813 process is in place to ensure environmental impacts are considered prior to taking action. Organizations may submit AF Form 813 electronically at [https://em.eglin.af.mil/af813\\_new/index.aspx](https://em.eglin.af.mil/af813_new/index.aspx).

**3.6. Preconstruction New Source Review (NSR)** (applicable to all installations under the regulatory oversight of the EPA). In the early planning phase for any construction (i.e., construction, renovation, or major equipment addition/modification) project, the proponent of a proposed construction project shall consult with the CEIE on any NSR requirements. **(T-0)**. The CEIE shall evaluate the proposed project based on the PTE IAW the applicable local, state, and/or federal rules that make up the appropriate nonattainment NSR or Prevention of Significant Deterioration (PSD) program under the regulations contained in 40 CFR §51.165, §51.166, §52.21, §52.24, and/or 40 CFR Part 51, Appendix S. **(T-0)**

3.6.1. There are three types of permits that can be issued under NSR for either new or modified sources:

3.6.1.1. Prevention of Significant Deterioration (PSD) Permits apply to new major sources or major modifications at existing sources in areas designated attainment or unclassifiable for a particular NAAQS (See local, state, and/or federal program rules promulgated under 40 CFR §§ 51.166 and/or 52.21). For specific source categories a new major source has a PTE of 100 tons per year or more, otherwise the threshold is set at 250 tons per year. Thresholds for modifications at existing major sources vary according to the regulated pollutant. For example, the significance threshold for Ozone depleting substances (ODSs) at existing major sources is zero, while the significance threshold for Nitrous Oxides (NOx) is 40 tons/year. Application of BACT is required to control emissions.

3.6.1.2. Nonattainment NSR Permits apply to new major sources or major modifications to existing sources in areas designated nonattainment or maintenance for the NAAQS as well as in attainment areas within an Ozone Transport Region (See local, state, and/or federal program rules promulgated under 40 CFR §§ 51.165 and 52.24 and/or 40 CFR Part 51, Appendix S). Thresholds for new major sources and major modifications vary from 10 tons/year to 100 tons/year, depending on the area's classification or severity of nonattainment. Application of the LAER technology is required to control emissions.

3.6.1.3. Minor NSR Permits apply to stationary sources that do not require PSD or Nonattainment NSR permits. They may contain enforceable conditions that limit emissions or operating conditions in order to create "synthetic minor" sources that are not subject to PSD or nonattainment NSR requirements.

3.6.2. Process owners responsible for projects which will create new major stationary sources of air pollution or process owners making any major modifications to existing major stationary sources will ensure air permits are obtained IAW 40 CFR Part 51, Subpart I, before commencing construction activities. **(T-0)**.

**3.7. Utilizing Air Emission Reduction Credits in Planning** (applicable to all installations under the regulatory oversight of the EPA). The CEIE, with assistance from AFCEC/CZ, will pursue EPA and/or the state economic incentive programs (EIPs) to control/reduce air emissions to acquire ERCs whenever possible. (T-0). The CEIE shall report ERCs received to AFCEC/CZ for tracking. (T-0). More detailed information on Air Force generation, use and disposition of ERCs is provided in the *Air Force Air Quality EIAP Guide Volume II*.

**3.8. Planning for Military-Unique Sources** (applicable to all installations, including overseas). Where military-unique sources exist, obtain the most recent information on EPA, DoD, and Air Force policy and guidelines regarding air resource management strategies for these sources. The CEIE will report any new military-unique sources they encounter to AFCEC/CZ for evaluation and specific guidance. (T-1)

**3.9. Risk Management Planning** (applicable to all installations under the regulatory oversight of the EPA). The CEIE will develop a Risk Management Plan (RMP) for stationary sources that have more than a threshold quantity of regulated hazardous or extremely hazardous substance under 40 C.F.R. Part 68 or applicable state law. (T-0). Additionally, all RMPs must be revised and resubmitted to EPA every five years. (T-0). All stationary sources are subject to a “general duty” to plan for, prevent, and minimize the consequences of any accidental releases of extremely hazardous chemicals under § 112(r)(1) of the CAA.

**3.10. Episode Planning applicable to all installations, including overseas).** Where required under 40 CFR Part 51, Subpart H, *Prevention of Air Pollution Emergency Episodes*, the CEIE must develop and implement a contingency plan for air pollution emergency episodes which identifies all actions that can reasonably be taken without compromising essential services and mission responsibilities. (T-0)

**3.11. Emergency Planning** (applicable to all installations, including overseas). Follow AFI 10-2501, *Air Force Emergency Management (EM) Program Planning and Operations*, for emergency planning and response to major accidents; natural disasters; terrorist use of weapons of mass destruction; and nuclear, biological, chemical, and conventional warfare.

## Chapter 4

### IMPLEMENTATION AND OPERATION

**4.1. General Program Guidelines** . In order to assure uninterrupted mission accomplishment at an installation, it is important that an Air Quality Program governing the operation of all stationary and mobile sources of air pollution be maintained at all Air Force installations to assess, attain, and maintain compliance with all applicable federal, state, and local air quality regulations and permits. The Installation Civil Engineering office is assigned the responsibility of carrying out Air Quality compliance activities with direct operational oversight and support from the AFCEC. At a minimum, the program includes establishing robust recordkeeping, reporting, and monitoring processes; maintaining and actively using emissions inventories; and identification and documentation of trivial, de minimis, and otherwise insignificant or exempt sources.

4.1.1. **(Added-EGLINAFB)** Personnel key to the day-to-day operations of the AQP include the AQPM, organization commanders/directors, UECs, ASMs, ASOs, and the AQCAT. The AQPM functions as the focal point for all installation environmental function responsibilities. Commanders/directors provide oversight and ensure their UECs, ASMs, and ASOs meet their responsibilities. Critical commander/director activities include approving the organization's Air Plan and certifying compliance certifications. UECs serve as a conduit between the installation environmental function and their units, addressing all environmental programs, including the AQP. ASMs implement compliant air quality practices within their organizations and transmit AQP compliance data to the AQPM. ASMs reference the Eglin Air Source Manager's Guide for detailed guidance. Current ASM appointment letters and plans can be viewed at the Air Website. An ASM appointment letter template is provided at the Air Website. ASOs work with their ASMs to ensure shop personnel are aware of air emissions source operating conditions, and technical requirements and reporting are met. The AQCAT provides shop compliance evaluations and technical assistance.

4.1.2. **(Added-EGLINAFB)** Organizations utilize tools provided by 96 CEG/CEIEC to implement a compliant Eglin AQP. These tools include the Eglin Air Source Manager's Guide, inspection checklists, and an online AEI that can be filtered by organization. These tools are available at the Air Website.

4.1.3. **(Added-EGLINAFB)** 96 CEG/CEIEC personnel facilitate all regulatory notifications to, or other official communication with, FDEP, EPA, or any other regulatory entity regarding Eglin's AQP.

**4.2. Air Emissions Inventory (AEI)** . The CEIE must prepare and periodically update an AEI, using APIMS, of all installation stationary sources (stationary source AEI) and Air Force owned or operated mobile sources (mobile source AEI) IAW the current Air Force air emissions inventory guidance and applicable state or local requirements promulgated per 40 CFR Part 51 Subpart A, *Air Emissions Reporting Requirements*. **(T-0)**

4.2.1. Comprehensive AEIs (i.e., includes both permitted and non-permitted sources) are performed at the frequency as required by federal, state and local regulations. Overseas installations conduct AEIs IAW Foreign Governing Standards and/or Host Nation agreements. At a minimum, the CEIE, will annually review/validate APIMS as current (i.e.,

sources and consumption data is representative of the current base conditions) and update (i.e., a comprehensive review of all sources and their consumption data) at least every three years (five years for overseas and remotely located facilities) to accurately reflect current emissions. (T-1).

4.2.2. Stationary source AEIs include all criteria pollutants, HAPs, and GHGs and reflect the installation's current actual and PTE emissions. Annual regulatory emissions reports, a subset of the comprehensive AEI, are provided to federal, state and local (including Metropolitan Planning Organization or other regional) regulatory agencies as required. Mandatory pollutant emissions reporting is provided to AFCEC/CZ as part of the annual data call. GHG reporting mandated by E.O. 13693, is accomplished at the HAF level.

4.2.3. Affected installations that exceed the GHG reporting threshold shall accomplish GHG reporting mandated by Title 40 CFR Part 98, *Mandatory Reporting of Greenhouse Gases*. (T-0). Other installations within 10% of the GHG reporting threshold shall accomplish GHG estimates IAW Title 40 CFR Part 98 and only report the results to AFCEC/CZ via APIMS. (T-1). Installation AEI data stored in APIMS are available for use as needed by AFCEC and higher headquarters.

4.2.4. **(Added-EGLINAFB)** Eglin AEI. Eglin must maintain an inventory of air emissions sources, which are incorporated in Eglin's Title V Permit. Organizations must notify the AQPM of the addition, deletion, or transfer of air emissions sources as changes occur. Notification will be completed through the Inventory Registration Forms located under the AEI section of the Air Website. The Air Website includes notification forms for emissions sources such as:

**Table 4.1. (Added-EGLINAFB) Emissions Sources.**

Abrasive Cleaning
Cooling Towers
Degreaser/Flush/Spray Gun Cleaner
Boiler/Water Heater/Space Heater (External Combustion)
Fuel Dispensing/Fuel Load Rack
General Chemical Use
Generator/Fire Pump/Barrier Engine (Internal Combustion)
Jet Engine Testing
Fuel Storage Tank
Woodworking
The AQCAT, upon request, may assist ASMs in registering or changing air emissions sources. The AQPM will ensure that Eglin's inventory is correctly reflected in APIMS. The AQPM determines trivial, de minimis and otherwise insignificant and exempt sources of air pollution.

4.2.4.1. **(Added-EGLINAFB)** AEI labels. The AQPM established a labeling program to track stationary sources of air pollutants in use at Eglin. All equipment and processes that have been identified as sources of air emissions have been assigned a unique identification (ID) number known as the AEI ID. AEI IDs are assigned to the organization that owns the equipment or performs the process. AEI IDs associated with a physical piece of equipment (e.g., boilers, generators, paint booths.) should have the AEI ID label attached to the equipment. If the AEI ID is associated with a process where a physical piece of equipment is not involved (e.g., miscellaneous chemical usage, hand-wipe cleaning, ozone depleting chemical use), the label, or a paper copy of the label, should be maintained at the location of the process, preferably in the shop's AQP continuity book for easy retrieval and inspection. If the AEI ID label is missing, organizations should contact the AQPM for a replacement ID label. General instructions for labeling and an inventory of all AEI IDs are available under the Air Emissions Inventory section of the Air Website <https://em.eglin.af.mil/emc/emce/emcea/aqpweb/index.asp>. The AEI inventory can be sorted and filtered by building number, Primary Exposure Group (PEG), or source category.

4.2.5. **(Added-EGLINAFB)** The AQPM relies on organizations to keep their AEI up to date to ensure reporting accuracy. Data requirements in support of reporting GHG emissions inventory include, but are not limited to, the items presented in Figure 4.1.

**Figure 4.1. (Added-EGLINAFB) Example Emissions Sources Subject to GHG Data Requirements.**

<b>Direct Emissions (Scope 1)</b>	<b>Direct Fugitive and Other Emissions (Scope 1)</b>
External Combustion	Refrigerant or Refrigerant Related Material Usage
Internal Combustion	<b>Indirect Emissions (Scope 2)</b>
Thermal Oxidizers	Purchased Electricity
Aircraft Engine Testing	<b>Indirect Emissions (Scope 3)</b>
Munitions “Cook-off” Testing	Business Travel
Open Burning/Open Detonation	Privately Owned On-Road Vehicles
Fire Training	Contractor Owned On-Road Vehicles
Range Munitions Testing and Training	Contractor Owned Non-Road Vehicles
Prescribed Burning	Aircraft Operations (Transient Aircraft)
Aircraft Operations	
Government Owned On-Road Vehicles	
Government Owned Non-Road Vehicles	
Aerospace Ground Equipment	
Marine Operations	
Manure Management	

4.2.6. **(Added-EGLINAFB)** The AQPM relies on organizations to keep their AEI up to date to ensure reporting accuracy. Data requirements in support of reporting Eglin’s mobile emissions inventory include, but are not limited to, the items presented in Figure 4.2.

**Figure 4.2. (Added-EGLINAFB) Example Air Emissions Sources at Eglin AFB.**

<b>Stationary Sources</b>	<b>Mobile Sources</b>
Abrasive Cleaning	Privately Owned Highway Vehicles
Aircraft Engine Testing	Government Owned Highway Vehicles
Electroplating	Contractor Owned Highway Vehicles
Dry Cleaning Operations	Government Owned Non-Road Vehicles
External Combustion Sources	Contractor Owned Non-Road Vehicles
Fire Fighter Training	Aerospace Ground Equipment
Fuel Cell Maintenance	Aircraft Operation
Fuel Storage	Non-road engines
Fuel Transfer	
Gasoline Service Stations	
Air Curtain Incinerator	
Laboratory Chemicals	
Miscellaneous Chemical Use	
Munitions (Testing and Training)	
Non-destructive Inspection	
Open Burning/Open Detonation	
Open/Prescribed Burning	
Ozone Depleting Substances	
Pesticide Application	
Site Restoration	
Solvent Cleaning Machines	
Internal Combustion Equipment	
Surface Coating	
Wastewater Treatment	
Welding	
Wet Cooling Towers	
Wood Working	
Degreasers/Flush Cleaners/Spray Gun Cleaners/Hand Wipe Cleaning	
Explosive Processing	
Vehicle Exhaust Testing	
Concrete Batch Plant	
Thermal Oxidizers	
Rock Crusher	
Anaerobic Bioreactor	



**4.3. Title V and State Operating Permits** (applicable to all installations under the regulatory oversight of the EPA, state, or local air pollution control authorities). Facilities formally designated as a major source must obtain a Title V Operating Permit. **(T-0)**

4.3.1. Each time a facility's PTE is reestablished, the CEIE must make a major source determination by comparing the facility's PTE against the applicable criteria pollutant and/or HAP major source thresholds under 40 CFR Part 70 and 40 CFR 71. **(T-0)**

4.3.2. If the determination concludes the facility's PTE is equal to or greater than the applicable criteria pollutant and/or HAP thresholds, the CEIE shall consult with AFCEC/CZ (or ANG and AFRC for Guard and Reserve units respectively) for review and validation of the determination. **(T-0)**. Unless the permitting authority takes specific exception, the CEIE must have performed the PTE and determination IAW the PTE guidance within the current Air Force air emissions guidance and the EPA guidance memorandum, *Major Source Determinations for Military Installations under the Air Toxics, New Source Review, and Title V Operating Permit Programs of the Clean Air Act*, John Seitz, 2 August 96. **(T-0)**

4.3.3. If an installation can bring itself under major source emission thresholds by accepting self-imposed federally enforceable limits on PTE without negatively impacting the mission, the installation considers the pros and cons of applying for a synthetic minor permit instead of a Title V operating permit. Facilities must ensure that inventories are current in order to maintain non-Title V permit status. **(T-0)**. 40 CFR § 70.5(a)(1)(i) (or 40 CFR § 71.5(a)(1)(i) requires installations, that become subject to Title V permits, to file an application within one year of becoming a Title V source. States are authorized to establish a shorter time period for this requirement.

4.3.4. Installations shall forward any major source or synthetic minor determination to AFCEC/CZ for final review/validation (Guard and Reserve units forward through the ANG and AFRC respectively). **(T-1)**. Upon final validation by AFCEC/CZ, installations (with AFCEC/CZ assistance), or the ANG and AFRC for Guard and Reserve units respectively, are responsible for obtaining the appropriate permits.

4.3.5. **(Added-EGLINAFB)** Eglin's Title V Permit contains specific monitoring, testing, recordkeeping, and reporting procedures that must be followed to maintain and demonstrate compliance with air regulatory programs. Under the Title V permit, air emissions sources can be stationary or mobile, although only stationary sources are typically regulated under a Title V Permit. Some air emissions sources require control equipment to meet Title V Permit operational requirements. Organizations will fund, install, and maintain their control equipment. An example of control equipment is a three-stage filter system in an aerospace paint booth. Emissions sources can be stationary or mobile, although only stationary sources are typically regulated under a Title V Permit. Examples of potential emissions sources at Eglin are shown in Figure 4.3.

**Figure 4.3. (Added-EGLINAFB) Example Emissions Sources Subject to Mobile Emissions Data Requirements.**

Privately Owned On-Road Vehicles	Vehicle Class Vehicle Inventory Average Model Year Average Fuel Economy Annual Vehicle Miles Traveled (VMT)
Government and Contractor Owned On- Road Vehicles	Organization Vehicle Inventory Vehicle Class Average Model Year Average Fuel Economy Annual Vehicle Miles Traveled (VMT)
Government and Contractor Owned Non-Road Vehicles	Organization Vehicle Inventory Vehicle Class Average Horsepower Number of Vehicles Load Factor Annual Hours of Operation
Aerospace Ground Equipment (AGE)	Organization Fuel Type Annual Fuel Use Average Horsepower Load Factor Annual Hours of Operation Engine Type Equipment Inventory
Aircraft Operations	Organization Aircraft Inventory Aircraft Type Engine Type

	Number of Engines Annual Landing and Takeoff Cycles Annual Touch and Go Cycles Fuel Type
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4.3.5.1. **(Added-EGLINAFB)** Adding, Removing, and Replacing Stationary Sources can affect Eglin's Title V Permit. Therefore, organizations must notify and receive approval from the AQPM prior to implementation of stationary source changes. Stationary source changes include, but are not limited to, the following: paint booth installation, modifications or removal; boiler installation, modification or replacement; addition/replacement of an emergency generator; addition/removal of a parts washer; or any Aerospace NESHAP processes. ASMs shall coordinate any proposed actions with the AQPM prior to changing any processes or equipment. After approval of change, they will use inventory registration forms to report all emissions source additions, removals, and transfers of equipment or processes to the AQPM prior to installation/implementation. Registration Forms are available under the Air Emissions Inventory section on the Air Website.

4.3.6. **(Added-EGLINAFB)** Aerospace activities and non-aerospace coating operations represent a significant portion of Eglin's AQP compliance requirements. Examples of aerospace activities include parts cleaning, reworking (painting, de-painting, corrosion control, etc.), or repairing of any portion of aerospace vehicles. Aerospace vehicles include airplanes, helicopters, missiles, rockets, and space vehicles. Examples of non-aerospace coating operations include painting or corrosion protection for non-aerospace equipment and parts. This includes aerospace ground equipment (AGE), motor vehicles, and other non-aircraft painted items. A more detailed description of each is provided in the ASM Guide on the Air Website.

4.3.7. **(Added-EGLINAFB)** Compliance checklists and inspections. The AQCAT will accomplish compliance checklists during periodic site visits to organizations operating at Eglin, as directed by the AQPM. Most checklists are specific to a type of equipment or process; however, the Facility-wide Title V Permit Compliance Checklist applies to all organizations. Checklists are available under the Compliance Assistance section of the Air Website. Air compliance is also evaluated through the Air Force Inspection System described in AFI 90-201, *The Air Force Inspection System*; annual compliance checks described in DoDI 4715.06, *Environmental Compliance in the United States*; annual compliance certifications; and inspections by regulators.

4.3.8. **(Added-EGLINAFB)** Air Plans. Organizations with air emissions sources will develop and submit an Air Plan that outlines the air quality compliance responsibilities of their organization. The Air Plan demonstrates how the organization will comply with this supplement, tailoring requirements to the organization's air emissions sources. Commanders or directors approve by signing the organization's Air Plan. Each Air Plan must be reviewed at least every 24 months and updated if needed. The organization commander or director must review, sign and submit the Air Plan to the 96 CEG/CEIEC. If no change to the Air Plan is required, the commander/director submits a letter to 96 CEG/CEIEC stating so. Note

the date of the unchanged plan in the letter. Current Air Plans, each plan's status, and a sample Air Plan are available under the Compliance Assistance section of the Air Website.

4.3.9. **(Added-EGLINAFB)** Monthly usage reports and certifications. Organizations report air source equipment usage and chemical usage to the AQPM. ASMs must ensure data is reported monthly and must certify each month's data by the 10th work day of the following month. ASMs will use the SCMS and/or the Monthly Air Monitoring Forms on the Air Website under the Material Issue & Consumption section for the data entry and certification. Organizations that do not have access to the Air Website must contact the AQPM for an approved alternate reporting method. If an organization's information has not been submitted and certified or is incomplete, the ASM will receive a reminder email every day until the online data is properly submitted to the AQPM. Timely submittal of data is essential to enable the AQPM to satisfy regulatory reporting and recordkeeping requirements.

4.3.9.1. **(Added-EGLINAFB)** SCMS website. The SCMS website is used to collect paint usage data from base painting operations and calculate Hazardous Air Pollutants and VOC emissions. Paint booths are classified as aerospace or non-aerospace (or an approved outside area) and are identified by their AEI number. ASMs use the SCMS at the Air Website to enter, review, and certify data by the 10th of each month. Organizations that do not have access to the Air Website will contact the AQPM for an alternate reporting procedure.

4.3.9.2. **(Added-EGLINAFB)** Monthly Air Monitoring Forms (Online Entry). ASMs and ASOs use the Air Website to enter and submit monthly material issue/consumption data online. This tool reduces the effort required for personnel to report data and expedites the calculation of base emissions. ASMs use the Monthly Air Monitoring Forms located under the Material Issue & Consumption section of the Air Website to enter, review, and certify data by the 10th work day of each month. Organizations that do not have access to the Air Website will contact the AQPM for an alternate reporting procedure.

4.3.10. **(Added-EGLINAFB)** EESOH-MIS. Required AQP reporting relies on Eglin's EESOH-MIS for chemical data. Organizations that use EESOH-MIS must ensure their data is entered correctly and kept current to ensure reliable reporting. Organizations that do not use EESOH-MIS must report their hazardous material usage to the AQPM through the HazMat Cell.

4.3.11. **(Added-EGLINAFB)** Annual/semi-annual compliance certifications. Organizations that have Title V permit requirements and/or NESHAP requirements must submit annual and/or semi-annual compliance certifications for their organization. A compliance certification is a formal verification by an organization that it has demonstrated compliance with all applicable requirements of the Title V permit. 96 CEG/CEIEC will provide a compliance certification package to each affected organization at the appropriate time to meet permit deadlines. Both the organizational commander/director and UEC/ASM certify compliance for their organization. Organizations submit signed certifications to 96 CEG/CEIEC. 96 CEG/CEIEC will consolidate all organizations' compliance certifications into an Eglin package and submit the package to the Responsible Official for certification and signature. 96 CEG/CEIEC then submits the certification to FDEP and Region 4 EPA. 96 CEG/CEIEC will ensure they have a receipt of delivery from FDEP and Region 4 EPA.

Two types of certifications are submitted: 1) Title V Permit Compliance Certification, which is due to FDEP/EPA annually 60 days after the CY ends, and 2) Aerospace NESHAP Certification, which is due to FDEP/EPA semi-annually 60 days after the close out of the period of the report.

**4.4. Mobile Sources** (applicable to all installations, including overseas). The CEIE, in concert with the installation vehicle maintenance shop (A4L Logistics Readiness) shall ensure that motorized Air Force vehicles and portable equipment are operated, refueled, and maintained IAW all applicable federal, state and local requirements. **(T-0)**

**4.4.1. Vehicle Inspection and Maintenance (I/M)** (applicable to all installations located in areas where an EPA SIP approved I/M program is in effect). Installations ensure that all Air Force fleet vehicles and privately owned vehicles (POVs) operated on the installation comply with non-discriminatory motor vehicle I/M programs that apply under §118 of the CAA.

4.4.1.1. Installation Commanders ensure, if CAA §118 is applicable to their installation, that employee owned vehicles driven on the installation are in compliance with the installation I/M Program requirements. Under the installation I/M Program, Federal employees operating POVs on the installation are required (regardless of where the employee's vehicle is registered) to self-certify (using the *Employee-Vehicle Certification and Reporting System*, ECARS) their compliance status with the local area I/M requirements. **(T-1)**

4.4.1.2. For all Air Force facilities located in an area with an applicable vehicle I/M program, commanders are required by 42 U.S.C. § 7418(d) to ensure that employees provide proof of compliance with the local (or an equivalent) I/M program for vehicles that the employees operate on the affected facility.

4.4.1.3. All employees assigned to the affected facility for more than 60 days shall certify compliance (and periodically recertify compliance) by digitally signing the Air Force Form 4434, available in the ECARS module of APIMS. **(T-1)**. The Air Force Form 4434 is maintained on the ECARS server while the employee is assigned to the installation, or for the duration of the registration period, whichever is shorter. Hard copy Air Force Form 4434 may be used in lieu of the electronic ECARS in situations where government employees are not identified in the Air Force Personnel System, such as non-Air Force employees on an Air Force hosted installation (e.g., DCMA employees).

4.4.1.4. All employee vehicle operators shall maintain documentation of compliance with the applicable I/M program requirements while operating their vehicle on the affected facility, and supply such documentation as required by the facility. **(T-1)**

4.4.1.5. When an Air Force facility is located in an area that becomes subject to an applicable I/M program, the Installation Commander shall adopt a program which complies with that program, to include implementation of ECARS. **(T-0)**. Generally, the base program should be adopted within 90 days of the effective date of the applicable I/M program.

4.4.2. **Clean Fuel and Vapor Recovery** (wherever applicable). Employees operating Air Force vehicles and equipment in areas subject to EPA or California clean, reformulated, oxygenated or ultra-low sulfur fuel requirements, and Stage II vapor recovery programs, must ensure that compliant fuels and equipment are used during vehicle refueling operations, and that fuel pumps are labeled IAW the requirements of 40 C.F.R. 80.570. **(T-0)**

4.4.3. DELETED.

4.4.4. **E.O. 13514, *Federal Leadership in Environmental, Energy, and Economic Performance*** (applicable to all installations, including overseas). Installations should take measures to reduce mobile source emissions as a means of achieving GHG goals established by the Air Force Strategic Sustainability Performance Plan (SSPP) goals under EO 13514. Such measures may include: reducing vehicle fleet petroleum use by 30% through fiscal year 2020, increasing the use of alternative fuels, reducing employee business travel, and reducing employee commuting by teleworking. For vehicle fleet management and transportation, VEMSO is the responsible agency to measure, report, manage, and reduce GHG emissions toward agency defined targets. **(T-2)**

## Chapter 5

### CHECKING AND CORRECTIVE ACTION

**5.1. General Program Guidelines** (applicable to all installations, including overseas). The effectiveness of the Air Quality Program is measured by the latest metrics established by the Deputy Under Secretary of Defense (Installations & Environment) and presented by HQ USAF/A4C.

**5.2. Environment Compliance Assessment and Management Program (ECAMP)**. Use the ECAMP as a tool for assessing and monitoring Air Force compliance, and identifying and prioritizing recommended corrective actions as necessary. Installations are required to conduct compliance and EMS conformance assessments, and track preventative/corrective actions, IAW AFI 90-201, AFI 32-7001, and using additional AFCEC/CZ guidance and tools.

**5.3. Data Management** . The Air Force-approved information system for air quality is APIMS, which provides a standardized, integrated tool and methodology to track, manage, and report all data related to the Air Quality Program. The CEIE, will ensure that the following air quality compliance and resource management data are accurately maintained in APIMS in a timely manner: AEIs, PTEs, operating permits, permit compliance assessments, refrigerant compliance, and employee-vehicle I/M Program self-certification. **(T-1)**

**5.4. Payment of Fines and Penalties** (applicable only to installations under the regulatory oversight of the EPA). Except for in a handful of jurisdictions where payment of state or local punitive CAA penalties is required as a matter of law, the authority to pay such penalties involves a policy decision that has not been delegated below the SAF/IEE level. The installation SJA, after coordinating with MAJCOM (or ANG and AFRC in the case of Guard and Reserve installations) and appropriate Regional Counsel, and gaining authority from AFLOA/JACE and SAF/IEE as applicable, will authorize installation personnel to commence any negotiations with state or local regulators concerning a CAA enforcement action or other CAA compliance matter. **(T-1)**. The installation SJA will remain informed or involved in all significant aspects of the negotiations and continue to coordinate with MAJCOM and appropriate Regional Counsel. **(T-1)**. AFI 32-7047, *Environmental Compliance, Release, and Inspections Reporting*, provides additional guidance on the settlement of EAs or local cases, and/or payment of fines or penalties.

**5.5. Training and Education** . Based on Air Force-wide tracking and trend analysis, AFCEC/CZ shall pursue effective, but economical, air quality compliance and resource management education and training opportunities to include non-traditional classroom education and alternative training methodologies (e.g., correspondence and webinar training). **(T-1)**. At a minimum, AFCEC/CZ will include the following specific critical air quality topics to be developed and maintained:

5.5.1. AEI and PTE training, to include the use of APIMS and estimating procedures for mobile, stationary, and all other sources of air emissions. **(T-1)**. Training addresses typical mandatory state or local requirements promulgated per 40 CFR Part 51, Subpart A, *Air Emissions Reporting Requirements*.

5.5.2. Air Quality EIAP training, to include EIAP, NEPA and Conformity Rules. **(T-1)**. Training addresses mandatory requirements under 32 CFR Part 989; 40 CFR Parts 1500-1508; 40 CFR Part 51, Subpart W; and 40 CFR Part 93, Subparts A & B.

5.5.3. GHG Mandatory Reporting training, which addresses mandatory requirements under 40 CFR Part 98. **(T-1)**

5.5.4. Any other air quality topic as needed to ensure compliance with all federal, state, and local regulatory requirements. **(T-1)**

5.5.5. **(Added-EGLINAFB)** Training. Personnel complete AQC training as described below and in the Eglin AQP Training Requirements Matrix in Figure 5.5. Training is offered on the Air Website. This training, comprised of seven modules, provides students with the tools necessary to comply with the Clean Air Act. Not everyone that takes Air Program training will need all seven modules. The number of modules personnel are required to take is determined by the type of work an individual performs. Depending on modules required, course length is approximately 20 minutes to 3 hours. Module 1, *General Air Quality Training*, must be taken at least once; the other six modules require refresher training on a recurring basis not to exceed 15 months.

5.5.5.1. **(Added-EGLINAFB)** AQC training is separated into seven modules, as shown in Figure 5.5.

5.5.5.2. **(Added-EGLINAFB)** AQP training is grouped into four categories:

5.5.5.2.1. **(Added-EGLINAFB)** Category I applies to the AQPM. This category will provide the technical proficiency to perform broad AQP decision-making. Category I personnel take all modules.

5.5.5.2.2. **(Added-EGLINAFB)** Category II applies to ASMs and alternates. Category II personnel take Module 1 as well as other modules identified by the ASM that pertain to the specific type of operations performed by the organization. Training requirements will be documented in each organization's Air Plan.

5.5.5.2.3. **(Added-EGLINAFB)** Category III applies to ASOs. Category III personnel take Module 1 as well as other modules identified by the ASM that pertain to the specific type of operations performed by the ASO. Training requirements will be documented in each organization's Air Plan.

5.5.5.2.4. **(Added-EGLINAFB)** Category IV awareness level training. Category IV applies to all UECs and their alternates, as well as personnel working in shops that deal with hazardous materials or otherwise report monthly hazardous material usage data to the HazMat cell. ASMs may exempt personnel with no AQP responsibilities. Category IV personnel take Module 1.



**Figure 5.5. (Added-EGLINAFB) Eglin Air Quality Compliance Training Requirements Matrix.**

	Module 1	Module 2	Module 3	Module 4	Module 5-1	Module 5-2	Module 6
	General Air Quality Training	Aerospace NESHAP Hand-Wipe Cleaning	Aerospace NESHAP Painting	Non-Aerospace Painting	Motor Vehicles Air Conditioning (MVAC) Maintenance	Appliance & Equipment A/C Servicing Maintenance (non-MVAC)	Aerospace NESHAP Flush Cleaning
	<b>Sections</b> AQC 1-1 Eglin Air Quality Instruction AQC 1-2 Air Emission Inventory (AEI) AQC 1-3 Eglin AFB Title V permit	<b>Sections</b> AQC 2-1 General Information AQC 2-2 Hand-wipe Cleaning Operations	<b>Sections</b> AQC 3-2 Aerospace Paint Booth AQC 3-3 Spray Application of Coatings AQC 3-4 Spray –Gun Cleaning AQC 3-5 Depainting Requirements	<b>Sections</b> AQC 4-1 Air Quality Compliance for Non-Aerospace Paint Booth	<b>Sections</b> AQC 5-1 MVAC Refrigerant/Air Conditioning Operations	<b>Sections</b> AQC 5-2 Air Conditioner Equipment Servicing Operations	<b>Sections</b> AQC 6-1 Flush Cleaning Operations
<b>Training Category</b>	Quiz 1	Quiz 2	Quiz 3	Quiz 4	Quiz 5-1	Quiz 5-2	Quiz 6
<b>Category I: Technical Expert</b> Applies to AQPM	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>Category II: Air Source Manager</b> Applies to ASMs/alternates	Yes	only if <u>organization</u> performs this function	only if <u>organization</u> performs this function	only if <u>organization</u> performs this function	only if <u>organization</u> performs this function	only if <u>organization</u> performs this function	only if <u>organization</u> performs this function
<b>Category III: Air Source Operator</b> Applies to operators of air emissions sources	Yes	only if <u>individual</u> performs this function	only if <u>individual</u> performs this function	only if <u>individual</u> performs this function	only if <u>individual</u> performs this function	only if <u>individual</u> performs this function	only if <u>individual</u> performs this function
<b>Category IV: Awareness</b> All personnel working in shops that deal with hazardous materials or otherwise report monthly usage data to the HazMat Cell, unless exempted by their ASM. All UECs	Yes	No	No	No	No	No	No

**5.6. Base Attainment Status** (applicable only to installations under the regulatory oversight of the EPA). An authoritative attainment status list is kept updated to correct erroneous attainment status listings in the EPA’s “Green Book” which is not regularly maintained or updated.

5.6.1. AFCEC/CZ shall maintain an authoritative attainment status list for Air Force installations and facilities through on-going review of the U.S. CFRs. **(T-1)**

5.6.2. The CEIE will use the authoritative list for permitting, EIAP, and Conformity Rules assessment. (T-1)

#### **5.7. Compliance Tracking .**

5.7.1. AFCEC/CZ, IAW AFI 32-7001, will assist in the collection, quality assurance, and analysis of data by tracking, assessing, and communicating new or emerging regulatory requirements for potential impact on installation operations. (T-1)

5.7.2. The CEIE shall ensure the collection, maintenance, and reporting of base-level air quality data needed for the established key performance indicator, performance metrics, and DEPARC data reporting requirements. (T-1)

5.7.3. (Added-EGLINAFB) All organizations at Eglin, including tenants and contractors, are subject to environmental inspections.

**5.8. (Added-EGLINAFB) All organizations operating on Eglin AFB will** coordinate, in advance, all of their external air program inspections or air data collection events with the AQPM. External inspections or events are those outside of the organization's Eglin-based chain of command, and include MAJCOM-level and regulatory agencies. Organizations may request that the AQPM provide staff assistance visits, data retrieval, and other services to support organizations during these external events.

**5.9. (Added-EGLINAFB) Organizations operating outside of** compliance requirements risk having their equipment or process shut down until compliance is achieved.

## Chapter 6

### MANAGEMENT REVIEW

**6.1. Regulatory Agency Noncompliance Actions.** AFCEC/CZ and the CEIE will review management action plans that ensure outstanding OEAs are resolved within the required time frames. **(T-1)**. Additionally, AFCEC/CZ, working with the base environmental function, will review the response to regulatory agency inspection findings to ensure timely corrective actions and reporting timelines. **(T-1)**

**6.2. Automated Civil Engineer System - Program Management (ACES-PM).** Installations and AFCEC/CZ will use the ACES-PM (or subsequent approved Air Force system) to plan, program, and budget requirements for air quality compliance and resource management. **(T-1)** It is the Air Force's preference to pursue/program a feasible pollution prevention solution in order to meet a compliance requirement (ref: AFI 32-7001, Chapter 6).

**6.3. Environment, Safety and Occupational Health Councils (applicable to AFCEC/CZ and all installations, including overseas).** Installation Environment, Safety, and Occupational Health Councils (ESOHCs) are the appropriate forum for coordinating Air Quality Program corrective actions that require cross-functional review, deliberation, and approval. ESOHCs also conduct management reviews IAW AFI 32-7001 to ensure environmental goals and permit conditions are being met, to include air planning goals, air permits, emission source recordkeeping procedures and compliance self-assessment findings.. The ESOHC also ensures program goals are appropriate and produce actions to fully support current and future mission requirements with adequate air assets. See AFI 90-801, Environment, Safety, and Occupational Health Councils, for further information.

6.3.1. **(Added-EGLINAFB)** The 96th Test Wing Environment, Safety, and Occupational Health Council represents Eglin's top tier of management regarding environmental issues and is responsible for general oversight and direction of all environmental programs.

## Chapter 7

### RECORDS MANAGEMENT

**7.1. Records Management** . APIMS, the Air Force-approved information system for Air Quality compliance, provides a standardized and integrated tool and methodology for tracking, records-keeping, managing, and reporting air quality data. The CEIE will ensure the following:

7.1.1. Air quality compliance and resource management data are accurately maintained in APIMS in a timely manner, including data related to the installation AEIs, PTEs, operating permits, results of permit-driven compliance assessments, refrigerant compliance records, and other pertinent air resource management information, to ensure full mission support through effective management of natural infrastructure assets. **(T-1)**

7.1.2. The ECARS automated system is used to document compliance with vehicle I/M requirements under §118 of the CAA. **(T-1)**. ECARS is a module of the APIMS (as described in paragraph 4.4.1.3). The ECARS system sends email certification instructions and reminders to employees, collects the minimum personal information required to document employee compliance on Air Force Form 4434 IAW the Privacy Act Statement (notice issued by EPA on 1 Oct 2001 at 66 Fed. Reg. 49955), prepares automated reports on employee compliance, and archives the digitally signed employee certification forms on a secure server.

7.1.3. All General Conformity Applicability Analysis (as described in paragraph 3.4.2) is performed using the ACAM (or other Air Force approved automated air quality impact assessment tool) and the resulting reports and data files are maintained in the approved environmental information system. **(T-1)**

JOHN B. COOPER, Lieutenant General, USAF  
DCS/Logistics, Engineering & Force Protection

**(EGLINAFB)**

EVAN C. DERTIEN, Brigadier General, USAF  
Commander

## Attachment 1

## GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

*References*

**(Added-EGLINAFB)** AFMAN 32-7089 *Civil Engineering Refrigerant Management Program*, 4 Nov 16

E.O. 13514, *Federal Leadership in Environmental, Energy, and Economic Performance*

AFCEC, *National Emission Standards for Hazardous Air Pollutants for Major Sources: Industrial, Commercial, and Institutional Boilers and Process Heaters Guide* (current version)

AFCEC, *National Emission Standards for Hazardous Air Pollutants for Area Sources: Industrial, Commercial, and Institutional Boilers Guide* (current version)

AFCEC, *Guide to the Mandatory Greenhouse Gas (GHG) Reporting Rule* (current version)

AFCEC, *Air Quality Environmental Impact Analysis Process (EIAP) Guide Volume I & II* (current version)

AFCEC, *Air Force Potential to Emit (PTE) Guide* (current version)

AFCEC, *Air Emissions Guide to Air Force Transitory Sources* (current version)

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AFCEC, *Air Emissions Guide to Air Force Mobile Sources* (current version)

AFMAN 33-363, *Management of Records*, 1 Mar 08

AFPAM 32-7089, *Refrigerant Management Program*, 14 Jun 13

DoD 4715.05-G, *Overseas Environmental Baseline Guidance Document (OEBGD)*, 1 May 07

DoDI 4715.05, *Environmental Compliance at Installations Outside the United States*, 1 Nov 13

48 FAR Subpart 23.7, *Contracting for Environmentally Preferable Products and Services*

40 C.F.R. Part 93, Subpart B, *Determining Conformity of General Federal Actions to State or Federal Implementation Plans* (Conformity Rule)

40 C.F.R. Part 86, *Control of Air Pollution from New and In-Use Motor Vehicles and New and In-Use Motor Vehicle Engines; Certification and Test Procedures*

40 C.F.R. Part 82, *Protection of Stratospheric Ozone*

40 C.F.R. Part 81, *Designation of Areas for Air Quality Planning Purposes*

40 C.F.R. Part 80, *Regulation of Fuels and Fuel Additives*

40 C.F.R. Part 71, *Federal Operating Permit Programs*

40 C.F.R. Part 70, *State Operating Permit Programs*

40 C.F.R. Part 68, *Chemical Accident Prevention Provisions*

40 C.F.R. Part 63, *National Emission Standards for Hazardous Air Pollutants for Source Categories*

40 C.F.R. Part 61, *National Emission Standards for Hazardous Air Pollutants*

40 C.F.R. Part 60, *Standards of Performance for New Stationary Sources*

40 C.F.R. Part 51, Subpart W, *Determining Conformity of General Federal Actions to State or Federal Implementation Plans*

40 C.F.R. Part 51, Subpart S, *Inspection/Maintenance Program Requirements*

40 C.F.R. Part 51, Subpart I, *Review of New Sources and Modifications*

40 C.F.R. Part 51, *Requirements for Preparation, Adoption, and Submittal of Implementation Plans*

32 C.F.R. Part 989, *Environmental Impact Analysis Process*

42 U.S.C. §11001 - §11050, *Superfund Amendments and Reauthorization Act*

42 U.S.C. §4321 - §4370f, *National Environmental Policy Act*

42 U.S.C. §11001 - 11050, *Emergency Planning and Community Right-to-Know Act*

E.O. 13423, *Strengthening Federal Environmental, Energy, and Transportation Management*

42 U.S.C. §7401 - §7671q, *Clean Air Act*

42 U.S.C. §11001 - 11050, *Emergency Planning and Community Right-to-Know Act*

42 U.S.C. §4321 - §4370f, *National Environmental Policy Act*

42 U.S.C. §11001 - §11050, *Superfund Amendments and Reauthorization Act*

32 C.F.R. Part 989, *Environmental Impact Analysis Process*

40 C.F.R. Part 51, *Requirements for Preparation, Adoption, and Submittal of Implementation Plans*

40 C.F.R. Part 51, Subpart A, *Air Emissions Reporting Requirements*

40 C.F.R. Part 51, Subpart H, *Prevention of Air Pollution Emergency Episodes*

40 C.F.R. Part 51, Subpart I, *Review of New Sources and Modifications*

40 C.F.R. Part 51, Subpart S, *Inspection/Maintenance Program Requirements*

40 C.F.R. Part 51, Subpart W, *Determining Conformity Of General Federal Actions To State Or Federal Implementation Plans*

40 C.F.R. Part 60, *Standards of Performance for New Stationary Sources*

40 C.F.R. Part 61, *National Emission Standards for Hazardous Air Pollutants*

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40 C.F.R. Part 68, *Chemical Accident Prevention Provisions*

40 C.F.R. Part 70, *State Operating Permit Programs*

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40 C.F.R. Part 80, *Regulation of Fuels and Fuel Additives*

40 C.F.R. Part 81, *Designation of Areas for Air Quality Planning Purposes*

40 C.F.R. Part 82, *Protection of Stratospheric Ozone*

40 C.F.R. Part 86, *Control of Air Pollution from New and In-Use Motor Vehicles and New and In-Use Motor Vehicle Engines; Certification and Test Procedures*

40 C.F.R. Part 93, Subpart A, *Conformity to State or Federal Implementation Plans of Transportation Plans, Programs, and Projects Developed, Funded or Approved Under Title 23 U.S.C. or the Federal Transit Laws*

40 C.F.R. Part 93, Subpart B, *Determining Conformity of General Federal Actions to State or Federal Implementation Plans (Conformity Rule)*

40 C.F.R. Part 98, *Mandatory Greenhouse Gas Reporting*

40 C.F.R. Parts 1500-1508, *Council on Environmental Quality (CEQ Regulations)*

48 FAR Subpart 23.7, *Contracting for Environmentally Preferable Products and Services*

E.O. 13693, *Planning for Federal Sustainability in the Next Decade*, 42 U.S.C. §7401 - §7671q, *Clean Air Act*

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DoDI 4715.05, *Environmental Compliance at Installations Outside the United States*, 1 Nov 13

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AFI 32-7086, *Hazardous Materials Management*, 4 Feb 15

AFI 48-145, *Occupational and Environmental Health Program*, 22 Jul 14

AFI 51-301, *Civil Litigation*, 1 Jul 02

AFI 90-801, *Environment, Safety, and Occupational Health Councils*, 25 Mar 05

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AFI 90-201, *Air Force Inspection System*, 2 Aug 13

AFI 90-801, *Environment, Safety, and Occupational Health Councils*, 25 Mar 05

AFI 90-803, *Environmental, Safety, & Occupational Health Compliance Assessment and Management Program (ESOHCAMP)*, 24 Mar 10

AFPD 32-70, *Environmental Quality*, 20 Jul 94

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AFI 32-7001, *Environmental Management*, 4 Nov 11

AFI 32-7047, *Environmental Compliance, Release, and Inspection Reporting*, 15 Feb 12

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AFI 51-301, *Civil Litigation*, 1 Jul 02

AFMAN 33-363, *Management of Records*, 1 Mar 08

AFMAN 48-154, *Occupational and Environmental Health Site Assessment*, 28 Mar 07

*AFCEC Air Emissions Guide to Air Force Mobile Sources* (current version)

*AFCEC Air Emissions Guide to Air Force Stationary Sources* (current version)

CAA, Section §118, *Control of Pollution from Federal Facilities*

CAA, Section §176(c), *General Conformity Rule*

*United States Air Force Air Quality Environmental Impact Analysis Process* (current version)

### ***Prescribed Forms***

AF Form 4434, *Vehicle Inspection and Maintenance (I/M) Program Self-Certification*

### ***Adopted Forms***

**(Added-EGLINAFB) AF Form 813**, *Request for Environmental Impact Analysis*

AF Form 847, *Recommendation for Change of Publication*

### ***Abbreviations and Acronyms***

**(Added-EGLINAFB) 96 AMDS/SGPB**—96th Aerospace Medicine Squadron / Bioenvironmental Engineering

**(Added-EGLINAFB) 96 CEG/CEI**—96th Civil Engineer Group/Installation Management Division

**(Added-EGLINAFB) 96 CEG/CEIE**—96th Civil Engineer Group/Environmental Management Section

**(Added-EGLINAFB) 96 CEG/CEIEA**—96th Civil Engineer Group/Environmental Analysis Element

**(Added-EGLINAFB) 96 CEG/CEIEC**—96th Civil Engineer Group/Compliance Element

**(Added-EGLINAFB) 96 TW/CC**—96th Test Wing/Commander

**AAFES**—Army and Air Force Exchange Service



**ACES-PM**—Automated Civil Engineer System-Program Management

**ACAM**—Air Conformity Applicability Model

**AEI**—Air Emissions Inventory

**AFCEC**—Air Force Civil Engineer Center

**(Added-EGLINAFB) AFCEC/CZ**—Air Force Civil Engineer Center/Environmental Management Directorate

**AFI**—Air Force Instruction

**AFIT/CES**—Air Force Institute of Technology Civil Engineer School

**AFIT/CESS**—Air Force Institute of Technology Civil Engineer and Services School

**AFLOA/JACE**—Air Force Legal Operations Agency/Environmental Law and Litigation Division

**AFMAN**—Air Force Manual

**AFPD**—Air Force Policy Directive

**AFRPA**—Air Force Real Property Agency

**(Added-EGLINAFB) AFTC/PZIO**—Air Force Test Center/Contracting Directorate, Operational Contracting

**APIMS**—Air Program Information Management System

**(Added-EGLINAFB) AQC**—Air Quality Compliance

**(Added-EGLINAFB) AQCAT**—Air Quality Compliance Assessment Team

**AQIA**—Air Quality Impact Analysis

**AQCR**—Air Quality Control Region

**(Added-EGLINAFB) AQP**—Air Quality Program

**(Added-EGLINAFB) AQPM**—Air Quality Program Manager

**(Added-EGLINAFB) ASM**—Air Source Manager

**(Added-EGLINAFB) ASO**—Air Source Operator

**BACT**—Best Available Control Technology

**CAA**—Clean Air Act

**CAAA**—Clean Air Act Amendments

**CEIE**—Civil Engineering-Installation Management Flight, Environmental Element

**CEQ**—Council on Environmental Quality

**CFR**—Code of Federal Regulations

**CO**—Carbon Monoxide

**CONUS**—Continental United States

**DERC**—Discrete Emission Reduction Credit

**DoD**—Department of Defense

**DoDI**—Department of Defense Instruction

**DoJ**—Department of Justice

**DRU**—Direct Reporting Unit

**EA**—Enforcement Action

**EASI**—Enforcement Actions, Spills, and Inspections (database)

**ECARS**—Employee-Vehicle Certification and Reporting System

**(Added-EGLINAFB) eDASH**—Electronic Dashboard

**EEA**—Environmental Executive Agent

**(Added-EGLINAFB) EESOH-MIS**—Enterprise Environmental, Safety, and Occupational Health Management Information System

**(Added-EGLINAFB) EIA**—Environmental Impact Analysis

**EIAP**—Environmental Impact Analysis Process

**EIP**—Economic Incentive Program

**E.O. or EO**—Executive Order

**(Added-EGLINAFB) EMS**—Environmental Management System

**EPA**—United States Environmental Protection Agency

**EPCRA**—Emergency Planning and Community Right-to-Know Act

**ERC**—Emission Reduction Credit

**(Added-EGLINAFB) ESOH**—Environment, Safety, and Occupational Health

**ESOHC**—Environment, Safety and Occupational Health Council

**ESOHCAMP**—Environment, Safety, and Occupational Health Compliance Assessment and Management Program

**ESOHMS**—Environment, Safety and Occupational Health Management System

**(Added-EGLINAFB) FDEP**—Florida Department of Environmental Protection

**FFCA**—Federal Facilities Compliance Act

**FGS**—Final Governing Standards

**FOA**—Field Operating Agency

**GACT**—Generally Available Control Technology

**(Added-EGLINAFB) GHG**—Green House Gas

**GOCO**—Government-Owned, Contractor-Operated

**GSA**—General Services Administration

**HAP**—Hazardous Air Pollutant

**(Added-EGLINAFB) HazMat Cell**—Hazardous Materials Management Cell

**HQ USAF/A4C**—Headquarters, United States Air Force, Directorate of Civil Engineers

**HQ USAF/A4CF**—Headquarters, United States Air Force, Directorate of Civil Engineers, Facilities, Environment & Energy Division

**HQ USAF/A4CF**—Headquarters, United States Air Force, Directorate of Civil Engineers, Facilities, Environment & Energy Division

**HQ USAF/A4L**—Headquarters, United States Air Force, Directorate of Logistics

**HN**—Host Nation

**(Added-EGLINAFB) HVAC**—Heating, Ventilation and Air Conditioning

**I/M**—Inspection and Maintenance

**IAW**—In Accordance With

**(Added-EGLINAFB) ID**—Identification

**IMT**—Information Management Tool

**IST**—AFCEC Installation Support Team

**LAER**—Lowest Achievable Emission Rate

**MACT**—Maximum Achievable Control Technology

**MAJCOM**—Major Command

**MILCON**—Military Construction

**MOA**—Memorandum of Agreement

**MPO**—Metropolitan Planning Organization

**(Added-EGLINAFB) MVAC**—Motor Vehicle Air Conditioning

**NAAQS**—National Ambient Air Quality Standards

**NEPA**—National Environmental Policy Act

**NESHAP**—National Emission Standard for Hazardous Air Pollutants

**NSE**—National Security Exemption

**NSPS**—New Source Performance Standards

**NO<sub>2</sub>**—Nitrogen Dioxide

**NO<sub>x</sub>**—Nitrogen Oxides

**NSR**—New Source Review

**O<sub>3</sub>**—Ozone

**OCONUS**—Outside Continental United States

**ODS**—Ozone-Depleting Substances

**OEA**—Open Enforcement Action

**OEBGD**—Overseas Environmental Baseline Guidance Document

**OEHSA**—Occupational and Environmental Health Site Assessment

**OTR**—Ozone Transport Region

**Pb**—Lead

**(Added-EGLINAFB) PEG**—Primary Exposure Group

**PIH**—Plug-in Hybrid

**PM**—Particulate Matter with an Aerodynamic Diameter Equal or Less than 10 Microns (PM<sub>10</sub>) and Equal or Less than 2.5 Microns (PM<sub>2.5</sub>)

**PM**—Particulate Matter with an Aerodynamic Diameter Equal or Less than 10 Microns (**PM<sub>10</sub>**) and Equal or Less than 2.5 Microns (**PM 2.5**)

**POVs**—Privately Owned Vehicles

**PSD**—Prevention of Significant Deterioration

**PTE**—Potential To Emit

**RACT**—Reasonably Available Control Technology

**RMP**—Risk Management Plan

**SAF/IEE**—Deputy Assistant Secretary for Environment, Safety, and Infrastructure

**SAF/GCN**—Deputy General Counsel, Installations, Energy, and Environment

**(Added-EGLINAFB) SCMS**—Surface Coating Management System

**SIP**—State Implementation Plan

**SJA**—Staff Judge Advocate

**SO<sub>2</sub>**—Sulfur Dioxide

**(Added-EGLINAFB) UEC**—Unit Environmental Coordinator

**USAF**—United States Air Force

**VEMSO**—Vehicle and Equipment Management Support Office

**VOC**—Volatile Organic Compound

**U.S**—United States

**U.S.C**—United States Code

### *Terms*

**Air Conformity Applicability Model (ACAM)**—An Air Force modeling program for performing General Conformity Applicability Analysis (as described in paragraph 2.4.2) for all federal actions in an air quality nonattainment or maintenance area with the potential for impact (positive or negative).

**Air Pollutant**—Any air pollution agent or combination of such agents, including any physical, chemical, biological, radioactive (including source material, special nuclear material and byproduct material) substances or matter which emitted into or otherwise enters the ambient air. Such term includes any precursors to the formation of any air pollutant, to the extent the Administrator has identified such precursor or precursors for the particular purpose for which the term “air pollutant” is used.

**Air Program Information Management System (APIMS)**—The Air Force information system for air quality permit management, air emissions inventory, vehicle inspection & maintenance certification, and air emission reporting.

**Air Program Information Management System (APIMS)**—The Air Force information system for air quality permit management, air emission inventory, vehicle inspection & maintenance certification, and air emission reporting.

**Air Quality Standards**—As prescribed by regulations, the level of pollutants that may not be exceeded during a specific time in a defined area.

**Attainment Area**—An area considered to have air quality as good as or better than the NAAQS as defined in the CAA. An area may be an attainment area for one pollutant and a nonattainment area for others.

**Civil Engineering-Installation Management Flight, Environmental Element (CEIE)**—For the purpose of this AFI, this refers to the Environmental function embedded in Base Civil Engineering. This used to be under the Asset Management Flight, but AF Civil Engineering is transitioning to new name. Note: At some installations, Asset Management flight under CE might still remain with the Environmental function under it.

**Conformity**—Conformity is the multi-step process used to determine and document whether a proposed federal action meets the requirements of the General Conformity rule. There are two main components to the overall process: an applicability analysis to determine whether a conformity determination is required and, if it is, a Conformity determination to determine whether the action conforms to the SIP.

**Criteria Pollutant**—Air pollutants for which NAAQS have been established. Criteria pollutants include nitrogen dioxide (NO<sub>2</sub>), sulfur dioxide (SO<sub>2</sub>), carbon monoxide (CO), ozone (O<sub>3</sub>), particulate matter (PM-10 & PM<sub>2.5</sub>) and lead (Pb).

**Environmental Impact Analysis Process (EIAP)**—The environmental impact analysis process provides procedures for environmental impact analysis both within the United States and abroad. EIAP deals primarily with environmental impact analysis under the authority of the National Environmental Policy Act of 1969 (NEPA). The EIAP procedures are essential to achieve and maintain compliance with NEPA and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of the NEPA. To comply with NEPA and complete the EIAP, the CEQ Regulations and the EIAP Regulations are used together.

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**Enforcement Actions, Spills, and Inspections (EASI)**—An Air Force-wide data collection and reporting system that houses the reporting modules for EAs, Spills (SIRIS), and Inspections.

**Emission**—An emission is any release into the atmosphere of an air pollutant as defined in the CAA Amendments of 1990 Section 302 (g). Emissions can be released from boilers, generators, motor vehicles and air fleet, degreasing operations, woodworking and welding, repainting and surface coating operations, etc.

**Emissions Inventory**—A detailed listing, by source and type, of the quantity of air pollutants emitted into the atmosphere.

**Emission Reduction Credit (ERC)**—Emission reduction credits are a novel form of property for emissions trading purposes. ERCs only exist when created IAW a system to establish, bank, and trade the ERCs under a state or local (including MPO or other regional) implementation plan.

**Employee-Vehicle Certification and Reporting System (ECARS)**—An automated system, a module of the APIMS, used by § 118 of the CAA affected facilities to document compliance with requirements under § 118 of the CAA.

**Enforcement Action**—Actions taken by regulators to obtain compliance with environmental laws, rules, regulations, or agreements and/or obtain penalties for violations.

**Government-owned, contractor operated (GOCO)**—A facility that is owned by the Government and operated under contract by a non-government, private firm.

**Hazardous Air Pollutants**—Those substances listed by EPA or states that have been identified as serious threats to human health or the environment.

**Installation Commander**—The host unit commander who discharges the duties directed by United States statutes or Air Force directives.

**Key Source Categories** — The Air Force-wide top emitting source categories, which includes RICE and boilers/process heaters.

**Maintenance Area**—Any geographic region of the United States designated as attainment subject to the requirement to develop a maintenance plan under Section 175A of the CAA, as amended.

**Major Stationary Source & Major Emitting Facility**—Except as otherwise expressly provided, both terms mean sources that emit 100 tons per year or more of any air pollutant. The exceptions are:

- 1) 250 tons per year of any regulated pollutant from any source in an attainment area other than one of the twenty-eight listed sources in 42 U.S.C. Section 7479;
- 2) 50 tons per year/ 25 tons per year/ 10 tons per year of Volatile Organic Compounds (VOCs) or NO<sub>x</sub> in serious, severe, and extreme O<sub>3</sub> nonattainment areas, respectively;
- 3) Five (5) tons per year of VOCs or NO<sub>x</sub> in moderate O<sub>3</sub> nonattainment areas if state opted out of the 15% reduction provision of 42 U.S.C. Section 7511a(b)(1);
- 4) 50 tons per year of VOCs for any source within an Ozone Transport Region (OTR) per 42 U.S.C. Section 7511c(b)(2), except such sources in severe or extreme nonattainment areas within the OTR;
- 5) 50 tons per year of CO in serious CO nonattainment areas;
- 6) 70 tons per year of PM whose aerodynamic diameter is less than or equal to 10 microns (PM<sub>10</sub>) in nonattainment areas; or
- 7) 10 tons per year of any single HAP or 25 tons per year of all HAPs in the aggregate.

**Mobile Source**—Any non-stationary source of air pollution, such as cars, trucks, buses, planes, trains, motorcycles, and gasoline-powered lawn mowers. Mobile sources are typically classified as being either “on-road” or “non-road” in nature. Examples of on-road sources include cars, trucks, and buses; while examples of non-road sources include construction equipment, aircraft, aircraft ground support equipment, and other tactical equipment used in combat or combat support operations.

**Monitoring**—Periodic or continuous surveillance or testing to determine the level of compliance with statutory requirements and/or pollutant levels in various media or in humans, animals, and other living things.

**National Ambient Air Quality Standards (NAAQS)**—Standards established by the EPA for six criteria air pollutants that are commonly found in ambient air throughout the country. Two types of NAAQS have been established. Primary standards set limits to protect public health, while secondary standards set limits to protect public welfare. Areas with good air quality are referred to as being in “attainment” with the NAAQS, while areas with poor air quality are referred to as being “nonattainment” with the NAAQS.

**New Source**—Any stationary source that is built or modified after publication of final or proposed regulations that prescribe a standard of performance intended to apply to that type of emission source.

**New Source Performance Standards (NSPS)**—Uniform national air emission standards established by EPA that limit the amount of pollution allowed from new or existing sources that have been modified. NSPS are found in 40 C.F.R. Part 60.

**Nonattainment Area**—Geographic area with measured air quality that does not meet one or more of the NAAQS for the criteria pollutants designated through the CAA.

**Personal Property**—Any property including military equipment, but excluding real property, consumable items, component parts of a higher assembly, or items that lose their individual identity through use.

**Potential to Emit (PTE)**—The maximum capacity of a stationary source to emit any air pollutant under its physical and operational design. Any physical or operational limitation on the capacity of a source to emit an air pollutant, including air pollution control equipment and restrictions on hours of operation or on the type or amount of material combusted, stored, or processed, is treated as part of its design if the limitation is enforceable by the EPA.

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**Precursors of a Criteria Pollutant**—Precursors are those pollutants that contribute to the formation of a criteria pollutant. For O<sub>3</sub>, precursors are NO<sub>x</sub> (unless an area is exempted from NO<sub>x</sub> requirements under the CAA, Section 182(f)), and VOCs; and for PM<sub>10</sub>, precursors are those pollutants described in the applicable nonattainment area SIP as significant contributors to PM<sub>10</sub> levels. For PM<sub>2.5</sub>, the scientifically recognized precursors are ammonia, SO<sub>2</sub>, NO<sub>x</sub>, and VOCs per EPA's proposed implementation rule at 70 Federal Register 65983 (November 1, 2005). As of this writing it is uncertain which, if any, of these is actually regulated as precursors for purposes of NSR, General Conformity, or other SIP rules.

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**Prevention of Significant Deterioration (PSD)**—The EPA program in which federal and/or state permits restrict emissions for new or modified sources in places where air quality is already better than required to meet the NAAQS.

**Responsible Official**—The installation commander for purposes of signing Title V Operating Permit applications, amendments, supplements, or corrections and for certifying Title V Operating Permit deviation reports, monitoring reports, compliance certifications, or any other document that requires certification by a "Responsible Official" under the applicable regulations. The responsibility to certify the federal agency Responsible Official may not be delegated. Section 70.2 of the Title V Operating Permit regulations (40 CFR Part 70) defines a Responsible Official as follows: "For a municipality, State, Federal, or other public agency: either a principal executive officer or ranking elected official. For the purposes of this part, a principal executive of a Federal agency includes the chief executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., a Regional Administrator of EPA)."

**Risk Management**—The process of evaluating alternative regulatory and non-regulatory responses to risk and selecting among them. The selection process requires consideration of impact to human health and the environment, legal, economic, military and social factors.



**Risk Management Plan (RMP)**—A plan that documents the actions a facility that stores, transports or uses regulated hazardous substances at levels exceeding established thresholds will take to prevent and mitigate their accidental release, and reduce the severity of releases that do occur. RMP requirements are found at 40 C.F.R. Part 68.

**Sovereign Immunity**—The legal principal that the federal government cannot be subjected to state penalties or judgments of state courts except where Congress has expressly waived such immunity in the CAA or other statute.

**State Implementation Plans (SIPs)**—SIPs are state plans for the establishment, regulation, and enforcement of air pollution standards. SIPs approved by the EPA are federally enforceable.

**Stationary Source**—A fixed, non-moving producer of pollution, such as power plants and other facilities using industrial combustion processes, paint spray booths, fuel storage tanks, and solvent cleaning facilities.

**Synthetic Minor**—A facility or stationary source that has voluntarily limited its PTE by means of a federally enforceable order, rule, or permit condition to ensure its emissions do not exceed major source thresholds.

**Volatile Organic Compounds (VOCs)**—Any organic compound that participates in atmospheric photochemical reactions, except for those designated by EPA as having negligible photochemical reactivity.

## Attachment 2

### AIR EMISSION REDUCTION CREDITS

**A2.1. Air Emission Reduction Credits.** The CAA allows the EPA and the states to develop economic incentive programs to control and reduce air emissions. Such programs allow sources to “generate”, “buy”, “sell”, “bank”, or “trade” emissions reduction credits (ERCs). ERCs are authorized and created by appropriate state or local authorities, and will vary from location to location pursuant to applicable EPA rules. ERC programs need to be approved by EPA in a State Implementation Plan (SIP) to become effective. Credits earned by any source that permanently reduces emissions beyond its reduction requirements can be traded to another source that could use such credits, in lieu of on-site reductions, to meet its reduction obligations. ERCs may also be banked for future use as offsets for nonattainment area NSR or General Conformity determinations. ERCs are treated as federal personal property and disposed of according to the appropriate federal property disposal regulations. Flying operations shall not be reduced for the sole purpose of obtaining ERCs; however, installations should ensure that emissions from aircraft flying operations are accounted for in comprehensive emissions inventories and memorialized in any applicable SIP emissions budget for the installation.

**A2.2. Emission Reduction Credit Identification.** ERCs can be created as a result of operational changes or installation closure. They can be obtained by removing pollutant-emitting equipment from service or reducing emissions from equipment, if the applicable air quality district allows. Planning for ERC utilization should include a determination of the applicable requirements for generation as soon as possible to avoid inadvertent loss of ERCs due to missed requirements. For example, some local rules require submission of an application for ERCs along with supporting documentation prior to any shutdown of the emissions source while other local rules require submission of the application within 90 days of permanent shutdown. In addition, some states may have laws that expressly apply to various aspects of ERC generation and disposition involving military base closures and realignments, such as the Cannella Bill in California, AB 3204 (1994), codified at Health and Safety Code Section 40709.7.

**A2.3. Emission Reduction Credit Inventory and Classification.** Within one year, or as early as possible, prior to the departure of the active mission from a currently announced installation closure or realignment (immediately at installations where the active mission has departed or equipment emitting air emissions are discontinued, or within six months of an installation closure announcement for future closures), the base environmental function will complete an inventory of all existing/potential sources of ERCs and associated emissions, and have a legal review prepared summarizing the applicable air quality district regulations on ERCs. Copies of the applicable ERC regulation will be included when facility ERCs are identified and any limitations on the disposition of the ERCs will be noted in the legal review. Such limitations may include prohibitions on the use of ERCs at closing facilities and if there are any restrictions on the leasing of ERCs. Forward the inventory, legal review, and appropriate regulations governing the use of these ERCs to the appropriate AFCEC Regulatory/Legislative Support Branch. The ERCs will be initially classified as “related personal property ERCs”, “operational needs requirement ERCs”, or “personal property ERCs” on the inventory. AFCEC/CZ will circulate the inventory to other MAJCOMs and installations in the same air quality district that will identify ERCs they might need. AFCEC/CZ will then validate the list and forward it with comments back to the appropriate MAJCOM and AFCEC/CZ. AFCEC/CZ, in concert with the appropriate MAJCOM,

will review/validate the ERCs/categories, coordinate with HQ USAF/A4C, and submit to SAF/IEE for final approval.

**A2.4. Emission Reduction Credit Application.** The CAA allows sources in nonattainment areas with EPA-approved ERC programs to “trade” ERCs. Installations must follow regulatory agency procedures to apply for and obtain ERCs if interested in obtaining ERCs and if they have adequate funds for the associated fees. Installation realignment and closure funds may be used to conduct the emission reduction credit inventory and to pay for application fees for installations slated for closure. MAJCOMs must submit their requirements to the AFCEC Installations Directorate (AFCEC/CI) IAW AFCEC programming procedures. MAJCOMs receiving ERCs from closure installations will reimburse the installation realignment and closure account for its proportionate share of the costs of the inventory and application fees. Reimbursement is not required if the receiving installation is an installation realignment and closure site.

**A2.5. Emission Reduction Credit Disposition.** Once an air quality district issues ERCs, and SAF/IEE has approved their use, ERCs can be disposed in the following manner.

A2.5.1. “Operational needs requirement ERCs” can be banked for the requirements of the originating installation or can be transferred to another Air Force organization that would need to buy the credits.

A2.5.2. “Related personal property ERCs” will be disposed of in the same manner as the real property on the inventory to which they are “related.”

A2.5.3. “Personal property ERCs” will be screened with other DoD and other federal agencies. Thereafter, the installation will transfer any remaining ERCs as surplus property to the General Services Administration (GSA) for disposal under GSA regulations.

A2.5.4. SAF/IEE will resolve any disputes over disposition of ERCs.

**A2.6. Emission Reduction Credit Use.** ERCs can only be used in the same air quality control district/region in which they are generated, except where state or local laws and regulations provide otherwise. For example, the Discrete Emission Reduction Credit (DERC) regulations in Texas allow stationary and mobile DERCs generated within the state, with certain limitations, to be used anywhere within the state. In addition, and under certain circumstances, DERCs created outside the state may also be used within the state. In California, Section 40709.6 of the Health and Safety Code permits the inter-basin transfer of emission offsets or ERCs from upwind to downwind sources, even though they may be in different air quality control areas.