

**STATE OF WYOMING**  
**ANNUAL EMISSION INVENTORY**  
**OF CRITERIA POLLUTANTS**  
**Instruction Sheet**  
**Calendar Year 2011**  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
AIR QUALITY DIVISION  
122 WEST 25TH STREET  
CHEYENNE, WY 82002

Responses to questions on AQD CRITERIA FORMS are to represent data collected for the calendar year 2011. Specific form definitions are as follows:

- FORM I -- General information form for all sources.
- FORM F -- Specific information form for describing fuel combustion source parameters and emissions.
- FORM P -- Specific information form for describing process source parameters and emissions.
- FORM G -- Specific information form for describing gas plant parameters and emissions.
- FORM R -- Specific information form for describing petroleum refinery parameters and emissions.
- FORM T -- Specific information form for describing storage tank parameters and emissions.
- FORM M -- Information form for PM<sub>2.5</sub> emissions from all sources.

**GENERAL INFORMATION FORMS: (complete one form for each facility operated by your company in the State of Wyoming)**

1. UTM COORDINATES - Universal Transverse Mercator grid measured East (horizontal) and North (vertical). These coordinates are in 1000 meter increments and are indicated by blue tick marks on all U. S. Geological Survey maps. All of Wyoming is in either UTM zone 12 or 13. The appropriate zone is indicated in the lower left hand corner of the map of a particular area. You should estimate the coordinates of your facility to within 200 meters from a map of your area.

**SPECIFIC INFORMATION FORMS: (complete an appropriate form for each emission point at a given facility--make additional copies as necessary. Forms are also available in Word and pdf formats on our website at <http://deq.state.wy.us/aqd/ei.asp> )**

1. Please note that the Division is requesting differentiation between particulate emissions as TSP, PM-10, and PM-2.5.
2. Estimated Potential Emissions - these emissions are those potentially emitted with the source operating at maximum design for 8760 hours per year. A definition of potential to emit is included on the appropriate forms.
3. Actual Emissions - emissions resulting from the actual operating level and time during calendar year 2011.
4. Method of Determination (**ACTUAL EMISSIONS ONLY**) - Select a code from the options provided below. If "other" is used, please describe this method on a separate sheet of paper.

- A = Emissions monitoring
- B = Published emission factors (AP-42, etc.)
- C = Mass balance
- D = Engineering estimate
- E = Source test results
- F = Other

5. Date of latest test - provide test date if code "E" is indicated for the method of determination.