Instructions **(Use this form for any process or device that is not covered by a specific process or device form in series AQ200.)**

1. Assign an identification number to this process or device. Use this ID number to reference this process elsewhere in the application materials (e.g., on the process flow diagram, on the emissions data forms, etc.). The ID number may be anything the owner/operator wishes.

2. Provide a brief, descriptive name for the process.

3. Indicate whether this process is existing (i.e., currently in place) or future (i.e., the process is to be added in the future during the permit term).

4. Enter the date that construction/installation of this process *commenced*. This refers to the date on which a financial commitment was made to undertake the construction.

5. Enter the date on which this process was fully installed or construction was completed, or on which date it is anticipated that construction will be completed.

6. Describe the process. Include a process flow diagram. If a process flow diagram is not available, sketch one on a sheet of blank paper and attach it to this form. Describe any pollutant-emitting materials handling activities associated with this process. Such activities would include: storage of raw materials or waste products in storage piles and the disturbance of those piles when materials are added to or removed from them; and the off-loading of raw material from or loading of product onto rail cars or trucks.

7. Indicate whether this process operates year-round or seasonally. If the operation is year-round, indicate whether the process experiences any seasonal variation (e.g., busiest during summer). If it is a seasonal operation, specify the months of operation.

8. Indicate whether this is a batch or continuous process?

9. Enter the maximum hours of operation per day.

10. Enter the maximum projected hours of operation per year.

11. Provide the following information for *each* raw material used in this process and/or the products made in the process. The owner/operator should NOT address fuel usage here. If this process burns fuel, then it should be addressed on another appropriate form to describe the fuel-burning activity.

    For each type of raw material used, enter the maximum amount of the raw material used in the process at the rated short-term design capacity. Provide the units for the short-term capacity (e.g., pounds per hour, pounds per day, gallons per hour, etc.) If this is a batch operation, specify the amount of material used per batch and the number of batches per hour or day. Enter the maximum projected annual amount of raw material used in the process (e.g., tons per year or alternate unit of measure).

    For each product produced, enter the maximum production rate at the rated short-term design capacity. Provide the units for the short-term capacity (e.g., widgets per hour, pounds per hour, pounds per day, gallons per hour, etc.) If this is a batch operation, specify the amount of product produced per batch and the number of batches per hour or day. Enter the maximum projected annual amount of product produced in the process. Specify the appropriate units of production.

12. Indicate (yes or no) whether any control device(s) is used with this process. If yes, provide the identification number(s) of the control device(s) as established on an appropriate AQ300 form.

LRAPA
Lane Regional Air Protection Agency

FORM AQ230

MISCELLANEOUS PROCESS OR DEVICE **ANSWER SHEET**

Facility Name: _____ Permit Number: _____

Process Information

1. ID Number _____
2. Descriptive name _____
3. Existing or future? _____
4. Date commenced _____
5. Date installed/completed _____

6. Description of process:

Operating Schedule

7. Seasonal or year-round? _____
8. Batch or continuous operation? _____
9. Projected maximum hours/day _____
10. Projected maximum hours/year _____

11. Process/device capacity:

Raw materials	Short term capacity		Annual usage	
	amount	units	amount	units
Products				

12. Control device(s) (yes/no?) If yes, provide the ID number and complete and attached the applicable series AQ300 form(s).