

ENVIRONMENTAL REPORTING SCHEDULE FOR 2017

Minnesota Version

Environmental reporting season is just around the corner. Use the table below to determine if you have a reporting obligation. The table summarizes the most common types of environmental reports due to each respective federal and state environmental agency in Minnesota, along with each respective due date.

Report	Minnesota Pollution Control Agency (MPCA)	Reporting Information
Air Emissions Reporting	<u>Annual Emissions Inventory</u> April 1	<p>Annual Emissions Inventory: If you are an owner or operator of a permitted air quality facility located in Minnesota, you are required to submit an annual air emission inventory. The submittal of an annual inventory is a requirement of your air quality permit and must be completed by April 1 of each year.</p> <p>Additional reporting of mercury emissions is required of electric utilities that produce electricity in Minnesota, as well as retail facilities that provide energy in Minnesota from electricity generated outside of Minnesota.</p> <p>Manufacturers of high global warming potential (GWP) gases and purchasers of high GW who buy more than 10,000 metric tons annually must also file a report of sales and purchases, respectively.</p> <p>Manufacturers selling or offering for sale motor vehicles that contain a mobile air conditioner charged with HFC-134a must report the leakage rate to the MPCA prior to the first date the vehicle will be offered for sale.</p>
Air Quality Monitoring and Compliance Certifications ¹	<u>Compliance Certification Report</u> Permit Type: All air permits January 31	Compliance Certification Report: Pursuant to 7007.0800 Permit Content, MN Adm. Code, all air permits "shall require submittal of an annual compliance certification by January 31 of each year..." Some air permits may not carry the requirement to submit an annual compliance certification report, in which case this will be noted in the respective individual permit.
Hazardous Waste Reporting	<u>Hazardous Waste Report</u> Large Quantity Generators are required to submit a biennial hazardous waste report March 1 of even-numbered years	Hazardous Waste Report: Large Quantity Generators (LQGs) of hazardous waste must report their regulated waste activities on biennial basis to the Minnesota Pollution Control Agency (MPCA). The report, which covers activity during the previous odd-numbered calendar year, must be submitted to the MPCA by March 1 each even-numbered year.
Report	Minnesota EPCRA Program Local Emergency Planning Committee Local Fire Department	Reporting Information
EPCRA Sections 311/312	<u>Tier II Report</u> March 1	Tier II Reporting (EPCRA 311/312): Tier II reports are required to be filed by a facility that stores 10,000 pounds or more of a hazardous substance; or any extremely hazardous substance (EHS) of more than 500 pounds or the Threshold Planning Quantity (TPQ), whichever is less at any one time.
Report	U.S. Environmental Protection Agency Minnesota Pollution Control Agency	Reporting Information
EPCRA Section 313	<u>Toxic Release Inventory</u> (Form A or Form R) July 1	TRI Form A and Form R (EPCRA 313): Facilities with 10 or more full-time equivalent employees who are included in a TRI-covered North American Industry Classification System (NAICS) code must prepare and submit a Form A or Form R for every toxic chemical or chemical category as defined, that is manufactured or processed at a rate of 25,000 pounds/year or "otherwise used" at a rate of 10,000 pounds/year, or any extremely hazardous substance that exceeds the 313 reporting threshold.

Note 1: Facilities that are subject to National Emission Standards for Hazardous Air Pollutants (NESHAP), also known as "MACT" standards, or New Source Performance Standards (NSPS), may be required to submit periodic monitoring reports and compliance certifications typically due on an annual basis or semi-annual basis and often due within 30 to 90 days of December 31 or 30 to 90 days of June 30, respectively.

For more information or help navigating the reporting obligations that apply to you, contact Ann O'Brien at aobrien@scsengineers.com or Cheryl Moran at cmoran@scsengineers.com. Ann and Cheryl are project managers at SCS Engineers with more than 50 combined years of experience in the industrial arena. Visit us online at scsengineers.com.