# 2016 Emission Summary and Dispersion Modelling Report Checklist

# Company Name:

Company Address:

Location of Facility:

The attached Emission Summary and Dispersion Modeling Report was prepared in accordance with the guidance in the ministry document “Procedure for Preparing an Emission Summary and Dispersion Modelling Report” dated July 2016 and “Air Dispersion Modelling Guideline for Ontario” dated July 2016 and the minimum required information identified in the check-list on the reverse of this sheet has been submitted.

Company Contact:

Name:

Title:

Phone Number:

Signature:

Date:

Technical Contact:

Name:

Representing:

Phone Number:

Signature:

Date:

| Section of Report | Required Information | If Submitted Check for ‘YES’ | Explanation/Reference |
| --- | --- | --- | --- |
|  | Executive Summary and Emission Summary Table |  |  |
| 0.1 | Overview of ESDM report |  |  |
| 0.2 | Emission Summary Table |  |  |
| 1.0 | Introduction and Facility Description |  |  |
| 1.1 | Purpose and Scope of ESDM report (when report only represents a portion of facility) |  |  |
| 1.2 | Description of Processes and NAICS code(s) |  |  |
| 1.3 | Description of Products and Raw Materials |  |  |
| 1.4 | Process Flow Diagram |  |  |
| 1.5 | Operating Schedule |  |  |
| 2.0 | Initial Identification of Sources and Contaminants |  |  |
| 2.1 | Sources and Contaminants Identification Table |  |  |
| 3.0 | Assessment of the Significance of Contaminants and Sources |  |  |
| 3.1 | Identification of Negligible Contaminants and Sources |  |  |
| 3.2 | Rationale for Assessment |  |  |
| 4.0 | Operating Conditions, Emission Rate Estimating and Data Quality |  |  |
| 4.1 | Description of operating conditions, for each significant contaminant that results in the maximum POI concentration for that contaminant |  |  |
| 4.2 | Explanation of Method used to calculate the emission rate for each contaminant |  |  |
| 4.3 | Sample calculation for each method |  |  |
| 4.4 | Assessment of Data Quality for each emission rate |  |  |
| 5.0 | Source Summary Table and Property Plan |  |  |
| 5.1 | Source Summary Table\* – sorted by sources.  Note: A Source Summary Table should contain sufficient information to correlate the contaminants and the sources |  |  |
| 5.2 | Source Summary Table\* – sorted by contaminant |  |  |
| 5.3 | Site Plan (scalable) |  |  |
| 5.4 | A scalable roof layout indicating discharge locations and air intakes |  |  |
| 6.0 | Dispersion Modelling |  |  |
| 6.1 | Dispersion Modelling Input Summary Table |  |  |
| 6.2 | Land Use Zoning Designation Plan |  |  |
| 6.3 | Dispersion Modelling Input and Output Files |  |  |
| 7.0 | Emission Summary Table and Conclusions |  |  |
| 7.1 | Emission Summary Table |  |  |
| 7.2 | Assessment of Contaminants with no ministry POI Limits |  |  |
| 7.3 | Assessment Values (if contaminants with Annual Standards are emitted – see Technical Bulletin - Methodology For Using “Assessment Values” For Contaminants With Annual Air Standards under O. Reg. 419/05) |  |  |
| 7.4 | Conclusions |  |  |
| Appendices | (Provide supporting information or details such as…) |  |  |
| Appendices | Assessment of Frequency of Exceedences (if applicable) (see section 30 requirements for URTs and section 33 requirements for site-specific standards) |  |  |
| Appendices | Assessment of Frequency of Exceedences (if applicable) (see Technical Bulletin - Methodology For Using “Assessment Values” For Contaminants With Annual Air Standards under O. Reg. 419/05 |  |  |