Frequently Asked Questions about the 2008 Emissions Inventory Workbook Format

How is the data organized in the 2008 EI workbooks?

Each 2008 EI workbook is composed of multiple Excel spreadsheets. There is one spreadsheet for the facility data and additional spreadsheets for each emissions unit.

Facility Data

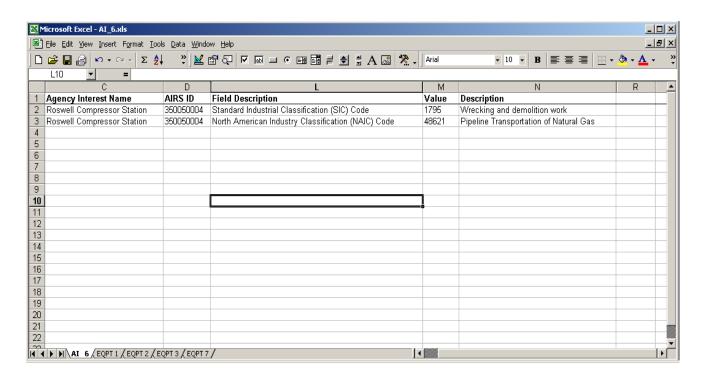
Where is my facility data located?

The facility data is located on the spreadsheet with a table labeled AI_XX, (Agency Interest =AI) where "XX" is the AI ID assigned by the Department database to your facility. In the example below, the facility data is located on spreadsheet tab "AI_6."

- Column B: identifies the Agency Interest ID, which is an identification number assigned by the new Department database called TEMPO to your facility.
- Column C: identifies the Agency Interest Name, where Agency means Facility.
- Column D: identifies the facility AIRS ID, which is a historically significant number used by the AQB to report EI data to the EPA, complete trends tracking, and participate in regional planning activities.
- Column H: Subject Item ID, where Subject Item means Emissions Unit.
- Column I: Subject Item Description.
- Column L: Field Description, which describes the required data elements to be updated by the facility.
- Column M: Value, which contains the value to be updated to the actual 2008 operation.
- Column N: Description, which describes the value in Column M.

Since there are multiple data elements, each one is listed on its own row.

- Review and update (as necessary) the Standard Industrial Classification (SIC) code. You can download a list of SICs from http://www.epa.gov/enviro/html/sic_lkup.html.
- Review and update (as necessary) the North American Industrial Classification (NAICs) code. You can download a list of NAICs from http://www.census.gov/epcd/www/naicstab.htm.
- You only need to update the value in Column M. You are not required to update the description in Column N.



Why are Columns A, E-G, J, and K hidden?

These columns hold data necessary for the EI data export and import procedures for TEMPO. Please do not change these fields in any way. If you do, you may make the electronic upload inoperable.

Equipment Data

Where is my equipment data located?

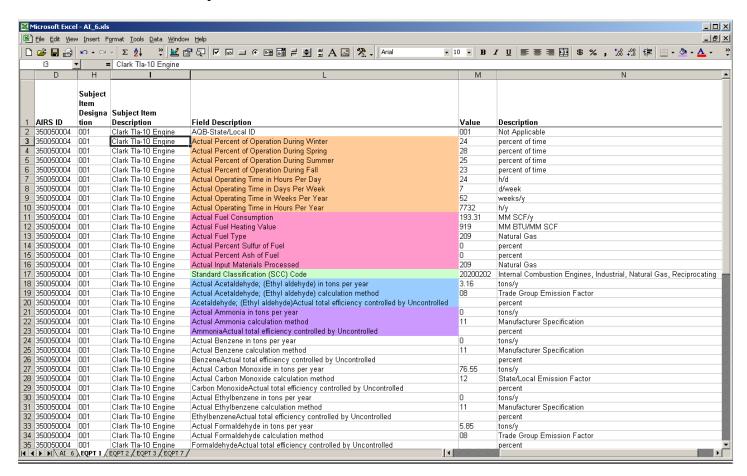
Each emissions unit is displayed on its own spreadsheet.

Some of my equipment spreadsheet tabs have different names. What is the difference between ACT, AREA, CONT, EQPT, and RPNT?

- An activity (ACT) is the act of doing or processing something that we regulate. An example would be "Asbestos Removal."
- An area (AREA) is the location of doing or processing something that we regulate. An example would be "Raw Material Pile."
- A control device (CONT) is a control device that acts to control multiple pieces of equipment. An example would be an "Emergency Flare" to which multiple emissions units vent.
- Equipment (EQPT) is the actual unit doing or processing something that we regulate. An example would be "Internal Combustion Engine."
- A release point (RPNT) is the location of a fugitive source. An example would be "Plant Level Fugitives."

What are the purposes of Columns B, C, D, H, I, L, M, N, and I?

- Column B: identifies the Agency Interest ID, which is an identification number assigned by the new Department database called TEMPO to your facility.
- Column C: identifies the Agency Interest Name, where Agency means Facility.
- Column D: identifies the facility AIRS ID, which is a historically significant number used by the AQB to report EI data to the EPA, complete trends tracking, and participate in regional planning activities.
- Column H: Subject Item ID, where Subject Item means Emissions Unit.
- Column I: Subject Item Description.
- Column L: Field Description, which describes the required data elements to be updated by the facility for 2008 operations.
- Column M: Value, which contains the value to be updated to the actual 2008 operation rates.
- Column N: Description, which describes the value in Column M.



Additional Instructions for Reporting Carbon Dioxide Emissions:

- Emission reports shall include actual emissions of fugitive emissions and emissions occurring during maintenance, start-ups, shutdowns, upsets, and downtime.
- Please use the emission calculation procedures located at the following link: http://www.nmenv.state.nm.us/aqb/ghg/documents/NM_GHGEI_quantif_proced-2008.pdf
- Report only combustion, and vented (if, applicable) carbon dioxide emissions from your facility.
- For each subject item enter the actual amount of CO₂ emissions in tons per year (e.g. combustion CO₂ for a combustion source or vented CO₂ for a vented source).
- Report fuel carbon content of each fuel type used by the facility.
- Include carbon dioxide emissions occurring during maintenance, start-ups, shutdowns and upsets.
- Use the appropriate calculation code to cross reference between the spreadsheet and the emission calculation methods found in our GHG reporting procedures.
- Create a <u>separate</u> Excel workbook and provide emission calculation example(s) for each unique subject item type at your facility (e.g. engine, flare, amine unit or turbine). Submit this workbook in conjunction with your 2008 Emissions Inventory workbook.
- Owners or Operators reporting pursuant to 20.2.87 <u>Greenhouse Gas Emissions Reporting</u> shall provide a listing, including percentages, of the owners of equity shares of the emissions reported, and shall submit their reports no later than July 1, 2009.

How do I update the 2008 EI workbook for fuel burning equipment?

Please only update Columns M and N. Follow the steps below:

- Update Column M for Actual Percent of Operation During
 - o Winter.
 - o Spring,
 - o Summer, and
 - o Fall.
 - o The total for all four seasons should not exceed 100%.
- Update Column M for Actual Operating Time in
 - o Hours Per Day no more than 24
 - o Days Per Week no more than 7
 - Weeks Per Year no more than 52
 - Hours Per Year no more than 8760 for 2008
 - o Report only whole number values.

- Update Column M for fuel consumption
 - o Actual Fuel Consumption

Fuel type	Units
Coal	M tons/y
Diesel	M gal/y
Natural Gas	MM SCF/y

o Actual Fuel Heating Value

Fuel type	Units
Coal	MM BTU/M ton
Diesel	MM BTU/M gal
Natural Gas	MM BTU/MM SCF

- Actual Fuel Type enter the Material code from the NIF version 3 Material spreadsheet, which is copied below. Also update the description from the same table, if necessary.
- o Actual Percent Sulfur of Fuel
- o Actual Percent Ash of Fuel
- Update Column N for Actual Input Materials Processed
 - o For Fuel burning equipment, the Actual Input Materials Processed will be the same as Actual Fuel Type.
 - o Enter the description from Actual Fuel Type Column N into the Actual Input Materials Processed Column N.
- Update Column M Standard Classification (SCC) Code
 - SCCs may be downloaded from http://www.epa.gov/ttn/chief/codes/index.html - sic
- Update Column M for actual emissions in tons per year.
- Update Column M for calculation method.
 - O Use the codes below for calculation method code. Note, these are not the same as those listed in the NIF:

Calculation Method Code	Calculation Method	GHG Calculation Method
am	Asphalt Production - 95113(b)(4)(A)	
st	Actual Stack Test	
bc	Bottoming Cycle Plant - 95112(b)(4)(B)	
01	Compliance Testing	
cc	Continuous Catalyst regen - 95113(b)(2)(B)	
07	Continuous Emissions Monitoring (CEMS)	95125(g)
dc	Design Calculation	(2)
do	Direct Observation	
ag	Electric Acid Gas Scrubbing - 95111(e)	
ej	Engineering Judgment	
04	Engineer Calculation	
05	E & P Tanks	
ap	EPA Emission Factors	
ep	EPA Published Criteria	
09	EPA Speciation Profile	
es	Estimate	
fs	Facility Specific	95125(e)
fm	Field Measurement	95125(d)
fl	Flares and Control Devices - 95113(d)	
gc	GRI-GLYCalc 4.0	
gr	GRI-HAPCalc 3.0	
gi	GRI-HAPCalc 4.0	
hp	Hydrogen Plant – 95114(b)(2)(3)	
lm	Lab Measurement	95125(f)
11	Manufacturer Specification	
mb	Material Balance	
ma	Mathematical Model	
mf	Measurement Using Factor	
pr	Other Publication Reference	
cr	Periodic Catalyst Regeneration – 95113(b)(2)(A)	
06	Process Simulator	
pv	Process Vents – 95113(b)(3)(A)	
rd	Radiation Dose	
re	Radiation Exposure	
13	Site-Specific Emission Factor	95125(c)
12	State/Local Emission Factor	95125(a)
10	State/Local Speciation Profile	
sr	Sulfur Recovery – 95113(b)(5)(A)	
tc	Topping Cycle Plant – 95112(b)(4)(A)	
08	Trade Group Emission Factor	API 5.1.4
14	Vendor Emission Factor	
wg	Vasquez Beggs	

- Update Column M for control efficiency if there are control equipment
 - o If the emissions unit is Uncontrolled, then Column M will be blank.
 - o If the emissions unit is controlled, then the control device will be identified and Column M will contain the control efficiency in percent.

How do I update the 2008 EI workbook for tanks?

Update the spreadsheet as outlined above with the following exceptions:

- Update the tank throughput in either thousand gallons per year (M Gal/Y) or barrels per year (BBL/Y)
 - o Update value in Column M Actual Fuel Consumption
 - Even though the tank does not in fact consume fuel, this field also accommodates throughput values
- Update the Column N for Actual Input Materials Processed
 - Use the NIF Version 3.0 Material spreadsheet descriptions (attached at end of document).

How do I update the 2008 EI workbook for fugitive sources?

Update the spreadsheet as outlined above with the following exceptions:

- There will be no reportable values for fuel consumption or materials processed
- Update all other fields.

How do I update the 2008 EI workbook for landfills?

Update the spreadsheet as outlined above with the following exceptions:

- There will be no reportable values for fuel consumption.
 - Update Actual Input Materials Processed Column N (attached at end of document).
- Update all other fields.

NIF Version 3 Code Table for Material

	de Table for Material
MATERIAL_CODE	
376	1,1,1-Trichloroethane
608	1,2,4-Trichlorobenzene
764	1,4-Butanediol
765	1,4-Dioxane
766	1-Butene
767	1-Pentene
611	100% Sulfur
612	100% Sulfuric Acid
768	2,4-Dichlorophenol
769	2-Butene
875	3/4-inch Medium Density Fiberboard
771	3/4-inch Particleboard
770	3/8-inch Oriented Strand Board
614	3/8-inch Plywood
772	37% Formaldehyde Solution
615	Abrasive
973	ABS Polymer
773	Acetaldehyde
774	Acetic Acid
775	Acetic Anhydride
616	Acetone
617	Acetonitrile
776	Acetylene
618	Acid
619	Acrolein
777	Acrylic Acid
778	Acrylic Esters
621	Acrylonitrile
622	Adhesive
623	Adipic Acid
779	Adipic Acid (Soln)
972	Adiponitrile
624	Aerosol
625	Agent
971	Air-Dried Bleached Pulp
627	Air-Dried Unbleached Pulp
628	Alcohol
780	Aldehyde
781	Alkane
782	Alkene
783	Alkyne
970	Alloy
784	Allyl Alcohol

785	Allyl Chloride
631	Alumina
632	Aluminum
786	Amine
635	Ammonia
787	Ammonium Bicarbonate
788	Ammonium Nitrate
636	Ammonium Sulfate
789	Anhydride
790	Anhydrous Ammonia
791	Anhydrous Hydrazine
638	Aniline
640	Anthracite
639	Anthracite Culm
642	Appliance
792	Aqueous Ammonia
644	Area
969	Area Pesticide Applied
968	Area Sludge Applied
793	Aromatic
967	Asbestos
645	Ash
647	Asphalt
649	Asphalt Shingles/Rolls
650	Asphaltic Concrete
651	Average Airflow
794	Bagasse
795	Bark
966	Batch of Bottles
654	Batteries
655	Bauxite Material
656	Beaded Glass
658	Beans
659	Beer
660	Bentonite
661	Benzene
796	Benzyl Chloride
663	Bituminous Coal
664	Bituminous/Subbituminous Coal
395	Black Liquor Solids
	Blast
667	
668	Board
669	Boat
670	Body
671	Bottles

672	Bread
673	Brick
674	Bulldozer
954	Bullion
407	Butadiene
675	Butane
676	Butyl Acetate
677	Butyl Acrylate
797	Butyl Carbitol
798	Butyl Cellosolve
684	Cans
799	Caprolactum (Soln)
800	Carbitol
687	Carbon Black
423	Carbon Dioxide
688	Carbon Disulfide
801	Carbon Monoxide
802	Carbon Tetrachloride
803	
	Carboxylic Acid
689	Carpet
690	Casein
964	Cast Pipe
691	Castings
693	Catalyst
804	Cellosolve
696	Cement
697	Cereal
698	Charcoal
699	Charge
701	Chicken
974	Chips
702	Chlorine
805	Chloroacetic Acid
704	Chlorobenzene
706	Chlorofluorocarbon 12/11
709	Chloroform
416	Chloroprene
806	Chlorosolve
807	Chromic Acid
712	Circuit Boards
714	Clay
715	Clinker
716	Clothes
717	Coal
719	Coal Storage Area

808	Coal Tar
720	Coating
721	Coating Line
722	Coating Material
723	Coating Mix
724	Coke
425	Coke Oven Gas
809	Coke Oven or Blast Furnace Gas
725	Coke-Free Charge
726	Cold Cleaner
727	Concentrate
728	Concentrated Ore
729	Concrete
810	Condensate
730	Construction Activity
731	Containers
732	Coolant
733	Cooling Water
811	Copper Sulfate
735	Core Oil
736	Cores
737	Corn
738	Corn Gluten Feed
739	Corn Gluten Meal
740	Cotton
741	Cottonseed
812	Creosote
743	Cresol
947	Crops
434	Crude Gypsum
374	Crude Oil
31	Crude Ore
962	Crude Terephthalic Acid
32	Crushed Stone
34	Cullet
813	Cumene
35	Current
814	Cyclohexane
815	Cyclohexanol
36	Cyclohexanone
816	Cyclopentane
817	Cyclopentene
38	Deadener
40	Degreaser
42	Dextrose

47 Dieth	el el/Kerosene
47 Dieth	N/Karasana
47 Dieth	SI/IVELOSELIE
	ylene Glycol
819 Diges	ster Gas
	propyl Benzene
	thyl Sulfoxide
	thylamine
	thylformamide
	pylene Glycol
822 Distill	
56 Distill	late Oil
57 Distill	late Oil (Diesel)
	late Oil (No. 1 & 2)
	late Oil (No. 1)
	late Oil (No. 2)
	late Oil (No. 4)
826 Dode	` '
59 Drain	
	Beans
	Blood Meal
	Germ
	Grain
63 Dried	Hulls
980 Dried	Malt
64 Dried	Material
65 Dried	Sludge
66 Dried	
67 Dried	Yeast
68 Drum	1
	Naterial
	laHCO3
	Product
	Sawdust
	Feed
	Fuel (Gas/Oil)
75 Dye	,
	/Pigments
960 EAF	
828 Elect	
77 Electi	•
992 Empl	
959 Energ	
,	nlorohydrin
•	oment

831	Ester
78	Etching Solution
832	Ethane
79	Ethanol
80	Ethanolamines
833	Ether
834	Etherene
81	Ethyl Acetate
82	Ethyl Acrylate
85	Ethyl Benzene
83	Ethyl Chloride
84	Ethyl Ether
835	Ethyl Mercaptan
958	Ethylbenzene/Styrene
86	Ethylene
87	Ethylene Dibromide
836	Ethylene Dichloride
957	Ethylene Dichloride-VC
88	Ethylene Glycol
93	Ethylene Oxide
837	Ethyleneamines
94	Ethylenediamine
956	Exhaust Gas
96	Exposed Area
97	Extractor Feed Cake
98	Fabric
99	Facility
100	Feed
101	Feed Material
102	Fermented Juice
103	Fertilizer
104	Fiber
838	Field Crops
105	Field Weight
107	Final Acid
109	Finished Pellet
110	Finished Product
111	Fire
112	Fired Ceramic
113	Fish
114	Fish Meal
115	Fish Scrap
116	Flange
839	Floor Area
117	Flue Dust

840	Fluorine
118	Fluorspar
841	Fluosilicic Acid
842	Forest Residues
948	Forests
119	Formaldehyde
120	Formalin
121	Formic Acid
122	Freon
123	Fresh Feed
124	Fuel
126	Gas
127	Gasoline
128	Glass
129	Glaze
843	Glycerol
130	Glycol
131	Glycol Ethers
132	Grader
133	Grain
135	Gravel
136	Gray Iron
137	Green Beans
484	Grit
138	Gum Turpentine
844	Halogenated Organic
965	Hamburger
141	Head
761	Head of Cattle
142	Heat
845	Heavy Water
846	Heptenes
847	Hexachlorobenzene
848	Hexamine
145	Hole
955	Hot Metal
849	Hot Mix Asphalt
147	Hydrated Lime
850	Hydrazine Hydrate
148	Hydrochloric Acid
491	Hydrofluoric Acid
851	Hydrogen
852	Hydrogen Chloride
853	Hydrogen Cyanide
854	Hydrogen Fluoride
UU-T	riyarogon riadhad

149	Hydrogen Sulfide
	Ink
153	Instant Coffee
	Iron
	Isobutyl Acrylate
	Isobutyl Alcohol
856	Isobutyl-isobutyrate
	Isobutylene
	Isobutyraldehyde
859	Isocyanate
860	Isooctane
	Isopentane
	Isoprene
	Isopropanol
863	Isopropyl Acetate
	Item
	Jet A Fuel
	Jet Fuel
	Jet Kerosene
	Jet Naphtha
	Kerosene
	Ketone
	Lamp
	Land
	Landfill
	Landfill Gas
	Landing-Takeoff Cycle
	Lead
	Lead in Ore
	Lead Oxide
	•
	•
	Lube Oil
170 950 172 173 174 175 867 868 869 870 177 178 179 180	Lead Product Leaves Lightning Strike Lignite Lime Limestone Linear Alkylbenzene Liquid Liquid Ammonia Liquid Propellant Liquid Waste Liquified Petroleum Gas (LPG) Liquor Logs

	m-Xylene
100	Make-Up Solvent
	Makeup
	Maleic Anhydride
	Malt
188	Malted Grain
189	Material
873	MDI
190	Meal
513	Meat
874	Medical Waste
	Mercaptan
	Mercury
	Metal
	Methane
192	Methanol
	Methyl Acetate
	Methyl Acrylate
	Methyl Amyl Ketone
	Methyl Carbitol
	Methyl Cellosolve
	Methyl Chloride
	Methyl Ethyl Ketone
197	Methyl Isobutyl Ketone
	Methyl Isocyanate
	Methyl Mercaptan
	Methyl Methacrylate
885	Methyl Styrene
	Methyl-tert-Butyl Ether
887	Methylallene
198	Methylamine
199	Methylene Chloride
200	Mixing Material
202	Molten Aluminum
888	Monoethanolamine
889	Monomer
205	n-Butyl Alcohol
890	n-Butyraldehyde
891	n-Decane
892	n-Dodecane
893	n-Heptane
894	n-Hexane
895	n-Pentane
896	n-Propyl Acetate

207	n-Propyl Alcohol
523	Naphtha
983	Naphthalene
209	Natural Gas
951	Natural Gas Liquids
985	Neoprene
212	Nitric Acid
524	Nitrile
213	Nitrobenzene
897	Nitrocellulose
898	Nitrogen
899	Nitroglycerin
900	Nonylphenol
988	o-Cresol
214	o-Dichlorobenzene
901	o-Xylene
216	Oil
902	Olefin
903	Orchard Crops
218	Orchard Heater
219	Ore
904	Oven-dried Wood
220	Overburden
989	p-Cresol
222	p-Dichlorobenzene
223	p-Xylene
224	P2O5
225	Paint
226	Paper
905	Particleboard
227	Parts
230	Peanuts
232	Pellets
990	Pentachlorophenol
906	Pentadecane
987	Perc & Carbon Tetrachloride
986	Perc & Trichloroethylene
233	Perchloroethylene
907	Perchloromethyl Mercaptan
762	Person
908	Petroleum Distillate
909	Petroleum Liquid
910	Phenol
911	Phosgene
234	Phosphate
L	

235	Phosphate Rock
912	Phosphoric Acid
236	Phosphorous
237	Photoresist
913	Phthalic Anhydride
238	Pieces
991	
239	Pig Iron
	Pigment
242	Pipe
243	Pipeline Piperdone
914	Piperylene
244	Plastic
984	Polychlorinated biphenyls
975	Polycyclic organic matter
246	Polyester/Alkyd Resin
915	Polyethylene Glycol
982	Polyvinyl Chloride
916	Potassium Chloride
248	Pressed Wet Pulp
249	Primer
250	Printing Line
251	Process Gas
252	Process Unit
917	Produced Water
253	Product
254	Product Surface Area
255	Propane
256	Propane/Butane
918	Propionaldehyde
919	Propionic Acid
257	Propylene
258	Propylene Glycol
920	Propylene Oxide
549	Pulp
262	Pure Acid
263	Pure Solvent
265	Raw Beets
266	Raw Coke
981	Raw Fish
267	Raw Juice
268	Raw Material
269	Raw Seed
551	Rayon
270	Reclaimed Solvent
272	Refined Oil
<u></u>	Nomina On

275	Refinery Crude Feed
276	Refinery Feed
553	Refinery Gas
277	Refuse
921	Refuse Derived Fuel
278	Regenerated Adsorbent
279	Residual Oil
922	Residual Oil (No. 5)
923	Residual Oil (No. 6)
924	Residual/Crude Oil
280	Residues/Skimmings
281	Resin
282	Resin or Wax
284	Rock
288	Salt
289	Sand
290	Saturated Felt
291	Sawdust
292	Scrap
293	
294	Scraper Seal
295	Sealer
925	
926	sec-Butyl Alcohol
296	Sewage Grease Skimmings Shingles
	Shot
297	
558	Silicomanganese
299	Sinter
300	Slab Zinc
301	Slag
302	Slip
561	Sludge
927	Sodium Bicarbonate
928	Sodium Carbonate
303	Soil
929	Solid Propellant
567	Solid Waste
304	Solution
305	Solvent
306	Solvent in Coating
307	Solvent in Drawing Compound
308	Solvent in Ink
930	Solvent/Water
952	Solvents: All
953	Solvents: NEC

310	Sour Gas
311	Soybean Meal
312	Soybeans
313	Special Naphthas
931	Specialty Chemical
979	Specialty Steel
314	Sprayed Metal
315	Starch
316	Starting Monomer
317	Steam
574	Steel
318	Stock
319	Stone
320	
	Storage Area
322	Storage Pile Storage Tank
337	
578	Styrene
977	Styrene-Butadiene Rubber
323	Subbituminous Coal
325	Sugar
328	Sulfur
580	Sulfur Dioxide
329	Sulfuric Acid
581	Sump Area
331	Surface Area
334	Syrup
335	Talc
338	Tank Car
340	Tank Truck
932	tert-Butyl Alcohol
341	Tetrahydrofuran
342	Thick Juice
343	Thin Juice
344	Thinned Resin
345	Thinning Solvent
347	Tile
348	Tin
349	Tires
350	TNT
352	Toluene
933	Toluene Diisocyanate
353	Toner
354	Topsoil
355	Total Cargo Capacity
357	Trichloroethylene

358	Trichlorotrifluoroethane
360	Triethylene Glycol
934	Trimethylamine
363	Turpentine
364	Unit
935	Urea
365	Vacuum Feed
366	Valve
367	Varnish
936	Vegetation
368	Vehicle
937	Vine Crops
938	Vinyl Acetate
369	Vinyl Chloride
939	Vinylidene Chloride
370	VOCs
976	Waferboard
371	Wafers
372	Wafers/Chips
596	Waste
940	Waste Acid
599	Waste Gas
30	Waste Liquid
1	Waste Material
2	Waste Oil
4	Wastewater
5	Water
6	Wax
941	Weeds
7	Welding Rod
8	Well
9	Wet Coal
10	Wet Mixed Slurry
12	Whiskey
14	Wine
15	Wood
942	Wood Refuse
18	Wood Waste
943	Wood/Bark
944	Wood/Vegetation/Leaves
945	Work
19	X-Ray
20	Xylene
21	Xylenes (Mixed)
946	Xylol
- · -	- · y · - ·

22	Yeast
23	Yeast from F4
24	Yeast from F5
25	Yeast from F6
26	Yeast from F7
27	Zinc
28	Zinc Ore
29	Zinc Oxide