



STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Bureau of Air Management  
Compliance Analysis & Coordination Unit  
79 Elm Street  
Hartford, Connecticut 06106-5127

## **Prompt Deviation Report Instructions** (This report may be sent by FAX to 860-424-4082.)

### **Introduction**

Premises regulated under the State of Connecticut's Title V Regulations in § 22a-174-33 of the Regulations of Connecticut State Agencies (RCSA) are to notify the commissioner (of the DEP) promptly of any deviation from an emission limitation (see RCSA § 22a-174-33(p)). This form should be used to provide such notification.

These instructions are meant to provide guidance while completing the Deviation Report. Upon completion of the report, you may FAX it to 860-424-4082. Note that you must also submit the original, signed document to the following address:

**Compliance Analysis and Coordination Unit  
Bureau of Air Management  
CTDEP  
79 Elm Street  
Hartford, CT 06106-5127**

### **Part 1—Facility Information**

**Corporation Name**—Indicate the name found on the first page of the Title V permit under Corporation.

**Facility Name**—Indicate the name of the facility if different from the corporation name.

**Corporation Address**—Indicate the mailing address of the corporation.

**Premises Address**—Indicate the site address of the facility.

**Corporate Contact Person**—Indicate the name of the corporate contact person who is responsible for environmental reporting.

**Contact Phone/FAX/email**—Indicate the phone number, FAX number, and email address of the contact person identified above.

**Permit Number**—Indicate the applicable permit number(s) for which this report is being submitted.

**Type of Notification**— Check the applicable response(s) for this.

**Supplemental Data Attachments (when applicable)** – To facilitate the Department's review of the deviation(s) being reported, we request that source owners and/ or operators submit supporting data where necessary to describe the deviation. This may include, but is not limited to, copies of pertinent process, operational or emissions data taken during the time of the deviation. The information may be submitted electronically, if desired. Indicate here what, if any, supporting data is included with the report.

### **Part 2—Certification**

Refer to RCSA § 22a-174-2a(a), (Signatory Responsibilities) for guidance on who may sign the Certification.

### **Part 3—Deviation Details**

**Definition of Deviation:** RCSA § 22a-174-33(a)(4) of the RCSA contains a definition of "deviation" which incorporates 40 CFR 71.6 (a)(3)(iii)(C) by reference. This section states

the following: *A deviation is any situation in which an emissions unit fails to meet a permit term or condition. A deviation is not always a violation. A deviation can be determined by observation or through review of data obtained from any testing, monitoring or record keeping established in the Title V permit. Included in the meaning of Deviation are any of the following:*

- 1) *A situation where emissions exceed an emission limitation or standard;*
- 2) *A situation where process or emissions control device parameter values indicate that an emission limitation or standard has not been met;*
- 3) *A situation in which observations or data collected demonstrates non-compliance with an emission limitation or standard or any work practice or operating condition required by the permit; or*
- 4) *A situation in which an exceedance or an excursion, as defined in 40 CFR 64, occurs.*

Monitoring system failures are also considered deviations from the Title V operating permit. Note, however, that monitoring system failures are not required to be reported promptly using this form; only emission limitation deviations are required to be reported promptly (see RCSA § 22a-174-33(p)).

**EMU ID**— Indicate the source's emission unit (e.g. EMU-3) or grouped emission unit (e.g. GEMU-2) number involved in the deviation.

**Permit Condition Number**—Indicate the combination of numbers and letters which describes the permit condition that is the subject of this report (e.g. III.A.7.a for a Title V permit).

**Deviation Period Start Date and Time**—Enter the date (*mm/dd/yyyy*) and time (*hh:mm*; 24-hr clock) the deviation started.

**Deviation Period End Date and Time**—Enter the date (*mm/dd/yyyy*) and time (*hh:mm*; 24-hr clock) the deviation ended.

**Description, Cause or Likely Cause of Deviation**—Provide a brief description and the cause or likely cause of the deviation, e.g. "hourly VOC emission limit surpassed from oxidizer shutdown. Oxidizer shutdown due to break in the line providing auxiliary fuel."

**Measured Value of Deviation**—Indicate quantitatively the degree to which the permit term or condition was exceeded. For example, if a hazardous air pollutant (HAP) maximum allowable stack concentration (MASC) limit is 34.4 ug/m<sup>3</sup> over an 8-hour period and the emission unit exceeded the limit at 50 ug/m<sup>3</sup> for 10 hours, the measured value reported would be 50 ug/m<sup>3</sup>.

**Description and Date(s) of Actions Taken to Correct Deviation**—Provide a brief description and date(s) of actions taken to correct the deviation, e.g. "...the emission unit that was the source of the violation was shut down immediately on July 18, 2000. The control equipment was repaired (fan #2 replaced) on July 20, 2000 before the unit was restarted.

**Description and Date(s) of Measures Taken to Prevent Future Deviations**—Provide a brief description and date(s) of the measures taken to prevent future deviations, e.g. "operation and maintenance plan for the control equipment developed and followed. Additionally, spare fan blades and bushings for the emission control equipment are being kept on hand to reduce downtime of such equipment if a problem occurs."