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| Minnesota Pollution Control Agency (MPCA), 520 Lafayette Road North, St. Paul, MN 55155-4194 | Test Plan Completeness Criteria  Air Quality Compliance Program  Checklist |

**Instructions:** Email test reports and plans to: SubmitStackTest.pca@state.mn.us

## The owner or operator of an emissions facility is responsible for submitting a complete test plan as defined by Minn. R. 7017.2030. This form is designed to ensure that your submittal is complete.

## **Please do not submit this form to the Minnesota Pollution Control Agency. It is for your use only.**

## **General Information**

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|  | Name and location (address) of the emission facility |
|  | Facility contact person (individual designated to receive agency correspondence), and contact information including title, address, phone number, fax number, and email address |
|  | Air Quality (AQ) identification number (first eight digits of permit number) and Agency Interest ID number |
|  | Reason for testing |
|  | Date(s) of the performance test |
|  | Identification of emission unit(s) tested (i.e.; COMG 1, EQUI 5, TREA 10, etc.; identification of the tested unit which has the emission limit as designated by your permit [source designators]) |
|  | Testing company contact person (individual designated to receive agency correspondence), and contact information including title, address, phone number, fax number, and email address |

## **Testing Requirements**

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|  | Identification of emission unit(s) to be tested (i.e.; COMG 1, EQUI 5, TREA 10, etc.; identification of the tested unit which has the emission limit as designated by your permit [source designators]) |
|  | Sampling port location and dimensioned cross section showing all flow disturbances including fans, elbows, dampers, constrictions, and pollution control equipment (measurements should be included in diagrams) |
|  | Description of sampling point (including duct orientation, number of test ports, number of sampling points, distances to upstream and downstream flow disturbances) |
|  | Pollutants to be tested (for each applicable emission unit) and emission limits (as stated in your permit or applicable regulations) and applicable regulations citations as stated in your permit |
|  | Description of procedure for fuel sampling and analysis, where applicable |

## **Operating Conditions**

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|  | Description of process and air pollution control devices including emission unit(s) to be tested (i.e.; COMG 1, EQUI 5, TREA 10, etc.) and operating conditions targeted for the test |
|  | Explanation of why the proposed conditions are considered to be in accordance with Minn. R. 7017.2025, subp. 2 for the required worst case testing conditions |
|  | List of the range of process or operating rates for each emission unit |
|  | Description of how air pollution control and process equipment will be monitored |

## **Test Methods**

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|  | List of the methods to be used in determining the emission rate of each pollutant |
|  | Number of test runs, length of test run, and sample rate for each method |
|  | Brief description of planned deviations from sampling procedures and analytical methods, when applicable |
|  | Summary of reasons for proposing to use any alternative or equivalent method |
|  | If a method other than a U.S. Environmental Protection Agency reference method is to be used a statement of the detection limit and the level of accuracy of the method under the conditions of the test and the anticipated concentration of the air pollutant |
|  | Description of sampling train if a deviation from approved methods is requested |