



## **KYDAQ Source Test Report Format**

### **Cover**

1. Plant name and location
2. Emission source tested
3. Test date
4. Testing company name and address

### **Certification**

1. Certification by team leader
2. Certification by reviewer (e.g. Professional Engineer)

### **Introduction**

1. Test purpose
2. Test location, type of process, and control equipment
3. Source tested and identification number
4. Test date
5. Pollutants tested and test methods used
6. Observers, test team, and facility representative's names and contact information
7. Other important background information

### **Summary of Results**

1. Table summarizing:
  - a. Emission results, allowable emission limits or DRE, associated established operational limits, and audit sample results
2. Process and control equipment data, as related to the determination of compliance
3. Description of collected samples
4. Discussion of errors, both real and apparent
5. Visible emissions summary list w/ emission results/allowable limits

### **Source Operation**

1. Description of process and control equipment
2. Process and control equipment flow diagram
3. Process data and results, with example calculations
4. Representativeness of process parameters, raw materials, and products
5. Representativeness of control equipment parameters, and collected operation data
6. Any specially required operation demonstrated

### **Sampling and Analytical Procedures**

1. Sampling ports location(s) and dimensions of cross section
2. Sampling point description, including labeling system
3. Sampling train description
4. Brief description of sampling procedures, with discussion of any deviations from standard methods
5. Brief description of analytical procedures, with discussion of deviations from standard methods

### **Appendix (Appendices)**

1. Complete results with example calculations
2. Raw field data
3. Laboratory report, with chain of custody forms
4. Raw production and control equipment data, signed by plant official
5. Test log
6. Calibration procedures and results
7. Project participants and titles
8. Standard procedures
9. Related correspondence