

Cover

1. Plant name and location
2. Emission source tested (In permit nomenclature)
3. Test date
4. Facility name, address, point of contact information (email addresses and phone numbers)
5. Testing company name, address, contact information (email addresses and phone numbers)

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 identification number as defined in the permit
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 such as testing obstacles or production issues

Summary of Results

1. Table summarizing:
 - a. Emission results, allowable emission limits or DRE, associated established operational limits, process data and information such as fuel factors, and audit sample results
2. Description of process and control equipment data, as related to the determination of compliance (as listed in data to be monitored in approved test protocol)
3. Description of collected samples
4. Discussion of errors, both real and apparent

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

KYDAQ Source Test Report Format

5. Brief description of analytical procedures, with discussion of deviations from standard methods

Appendix (Appendices)

1. Complete results
2. Detailed example calculations utilizing raw field data
3. Visible emissions summary list
4. Raw field data
5. Laboratory report, with chain of custody forms
6. Raw production and control equipment data, signed by plant official
7. Test log including deviations, process disruptions with time stamps
8. Calibration procedures and results
9. Project participants and titles
10. Standard procedures
11. Related correspondence such as Process Flow Diagram and Protocol
12. Facility specific information/documentation (such as EPA approval letter or data confidentiality)

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