



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
RESEARCH TRIANGLE PARK, NC 27711

OFFICE OF  
AIR QUALITY PLANNING  
AND STANDARDS

### **Announcement to Miscellaneous Metal Parts and Products Stakeholders November 20, 1998**

This announcement is being sent to all Miscellaneous Metal Parts and Products stakeholders and to survey respondent contacts for the full survey. If you are receiving this via FAX and have an e-mail address, please forward that address to [llasher@rtp.pes.com](mailto:llasher@rtp.pes.com); it will greatly improve our efficiency in getting information to you in a timely manner.

The project team has posted the Data Collection Questionnaire instructions (see Important Note below) and blank forms on the TTN webpage at the following address:

[http://www.epa.gov/ttn/uatw/coat/misc/misc\\_met.html](http://www.epa.gov/ttn/uatw/coat/misc/misc_met.html)

A list of Frequently Asked Questions (FAQs) regarding the questionnaire has been added to the project webpage, and will be updated periodically. Other support documents for the survey effort have also been posted to the web.

**IMPORTANT NOTE:** We have discovered one critical correction to the Survey Instructions regarding additional facilities. The directions to add a letter to a Facility Tracking Number for additional facilities is **NOT** correct (page 2 of the General Instructions) and should be disregarded; the instructions on page A-1 in the instructions for Form A that were sent with the Section 114 letters are correct. Additionally, the instructions on the MMPP web site are incorrect for both Form A and in the General Instructions; this document will be updated in the near future (DO NOT download those instructions until a revision date is noted in the description for that item on the MMPP web site). If you have additional facilities not listed in Enclosure 6 or for which you do not have a unique Facility Tracking Number (e.g., MMPP-0001), contact Ms. Sharnay Torrance of PES, Inc., preferably via e-mail ([storranc@rtp.pes.com](mailto:storranc@rtp.pes.com)), or FAX (919)941-0234, or phone (919)941-0333 ext. 285. for additional Facility Tracking Numbers.

The project team is in the final stages of developing an Access<sup>®</sup> database for data entry of the responses to the Data Collection Questionnaire. A subset of the entire database for the facilities included on the list in Enclosure 6 will be made available to the corporate owners that received the questionnaire. This electronic version of the Data Collection Questionnaire was developed to facilitate easier and more accurate data entry for both the facility and the EPA. A future announcement on the method to acquire a copy of your database will soon be posted to the MMPP web site.

The Preliminary Industry Characterization (PIC) document has also been posted to the MMPP website. It is anticipated that the PIC document will serve as the foundation for the Background Information Document (BID) in a later phase of the project.