

**Initial Notification Report**

**THIS IS A SAMPLE NOTIFICATION FORM, WHICH CAN BE USED BY FACILITIES AT THEIR DISCRETION TO MEET COMPLIANCE WITH 40 CFR 63 Subpart A, §63.9(b)**

Applicable Rule: 40 CFR Part 63, Subpart A — National Emission Standards for Hazardous Air Pollutants for Source Categories, Subpart A — General Provisions. Initial notification is being made in accordance with §63.9(b).

*Note: Initial notification reports are due not later than 120 calendar days after the effective date of the relevant standard, or within 120 calendar days after the source becomes subject to the relevant standard. Sources may also use the application for approval of construction or reconstruction under §63.5(d) to fulfill the initial notification requirement.*

*If you are a new or reconstructed major source, you must also include information required under 63.5(d) and 63.9(b)(5) - the Application for Approval of Construction or Reconstruction. You may use the Application for Approval of Construction and Reconstruction as your initial notification. (§63.5(d)(1)(ii)).*

**SECTION I  
GENERAL INFORMATION**

A. Print or type the following information for each facility for which you are making initial notification: (§63.9(b)(2)(i)-(ii))

Operating Permit Number (OPTIONAL)		Facility I.D. Number (OPTIONAL)	
Responsible Official's Name/Title			
Street Address			
City		State	ZIP Code
Facility Name (if different from Responsible Official's Name)			
Facility Street Address (If different than Responsible Official's Street Address)			
Facility Local Contact Name		Title	Phone (OPTIONAL)
City		State	ZIP Code

B. Indicate the relevant standard or other requirement that is the basis for this notification and the source's compliance date: (§63.9(b)(2)(iii))

Basis for this notification (relevant standard or other requirement)	Anticipated Compliance Date (mm/dd/yy)
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\* Section III updated 7/6/04 to indicate the section was optional

**SECTION II**  
**SOURCE DESCRIPTION**

A. Briefly describe the nature, size, design, and method of operation of the source.  
 (§63.9(b)(2)(iv))

Sample Response:

This facility is responsible for the maintenance, repair, and rework of military and commercial aircraft. The facility occupies approximately 1500 acres and contains 12 maintenance shops and one aircraft hangar where aircraft cleaning, painting, priming, depainting, and chemical milling maskant operations are performed. All painting, priming, and milling maskant operations, except for minor touch-up operations, are performed in enclosed areas where dry particulate filters are utilized. Depainting of aircraft parts is performed using plastic media blasting where emissions are controlled by the use of HEPA filters. Depainting of parts not normally removed from the aircraft are performed using mechanical or hand sanding. Minor amounts of chemical stripping may be performed in areas where mechanical or hand sanding is not feasible. Approximately 65% of HAP emissions from this plant come from painting and priming operations; 5% from chemical milling maskant operations; 25% from cleaning operations; and 5% from depainting operations. The facility is capable of operating 24 hours per day, 365 days per year but currently operates 16 hours per day (two 8 hour shifts). Approximately 181 aircraft are maintained per year, however, the plant can accommodate up to 300 aircraft per year for maintenance and repair. Approximately 60% of the work performed at this location involves minor maintenance and repair of internal and external aircraft parts. Approximately 30% involve major rework of the aircraft exterior.

B. Briefly describe the types of emission points within the affected source and the types of hazardous air pollutants emitted. (§63.9(b)(2)(iv))

Types of Emission Points

Sample Response:

Emission points at this facility include aircraft hangars where aircraft are sanded mechanically and by hand and/or hand-wiped after sanding operations; paint shops with walk-in paint booths used for primer and topcoat application; paint shops and hangars with enclosed spray gun cleaning areas; depaint shops with walk-in contained booths used for plastic media blasting; aircraft hangars used for chemical milling maskant application; and hangars used for waste handling and storage.

Types of HAPs Emitted

Sample Response:

HAPs emitted at this facility include toluene, xylene, xylene (mixed) MEK, ethylbenzene, methylene chloride, phenol, epichlorohydrin, ethylbenzene, formaldehyde, glycol ethers, methanol, MIBK, cadmium compounds, and lead.

C. Check the box that applies: (§63.9(b)(2)(v))

- My facility is a major source of Hazardous Air Pollutants (HAPs)  
 My facility is an area source of HAPs

*NOTE: A major source is a facility that emits or has the potential to emit greater than 10 tons per year of any one HAP or 25 tons per year of multiple HAPs. All other sources are area sources. The major/area source determination is based on all HAP emission points inside the facility fence line, not just inside the facility itself.*

**SECTION III**

**CERTIFICATION** (Note: Certification is Optional – not required under §63.9(b). You may edit the text in this section as deemed appropriate)

Based upon information and belief formed after a reasonable inquiry, I, as a responsible official of the above-mentioned facility, certify the information contained in this report is accurate and true to the best of my knowledge.

Name of Responsible Official (Print or Type)	Title	Date (mm/dd/yy)
Signature of Responsible Official		

*Note 1: Initial notification forms should be sent to the EPA Regional Office servicing your area and to your State or local Air Pollution Control Agency. Part 70 permit applications can be used in lieu of an initial notification provided: (1) the same information is contained in the permit application as required by this rule; (2) the State has an approved Title V program under Part 70; (3) the State has received delegation of authority by the EPA; and (4) the Title V permit application has been submitted to the permitting authority. (§63.9(a))*

*Note 2: Responsible official is defined under §63.2 as any of the following: the president, vice-president, secretary, or treasurer of the company that owns the plant; the owner of the plant; the plant engineer or supervisor; a government official if the plant is owned by the Federal, State, city, or county government; or a ranking military officer if the plant is located on a military installation.*