



Re: Emissions Inventory Reporting for Year 2020

Dear:

Title V facilities are required to submit a 2020 Emissions Inventory to the Department by March 31, 2021, per Regulation 61-62.1 Section III - Emissions Inventory. If you believe your facility is not subject to reporting, please contact me immediately to discuss your status.

Reporting

The Department uses the State and Local Emissions Inventory System (SLEIS) web-based application for facilities to submit their emissions data. Facilities are required to use SLEIS unless given other instructions. Although user IDs and passwords carry over from year to year, a new Electronic Subscriber Agreement (ESA) form must be submitted to gain access to SLEIS each year you are subject to reporting. You should submit the ESA as soon as practical, but we suggest no later than March 1 to allow adequate time to process the ESA and to complete and submit the inventory.

The Responsible Official (RO) who will be electronically signing and certifying the submittal should complete the ESA. A list of ROs currently registered for your facility is attached. If your RO has changed, you must make the change with the Air Permitting Division using form D-2951.

The ESA should also include all persons that will need SLEIS access for data entry. Note that the ESA no longer requires notarization and is now a fillable pdf, except for the required wet-ink signature. Additional instructions can be found on the ESA form, which is available on the Emissions Inventory webpage and the SLEIS homepage.

Submittal Requirements and Supporting Documentation

Your emissions inventory submittal must include the Facility General page that was mailed to you with any corrections marked on it, supplemental calculations or spreadsheets, and a list of Insignificant Activities. It is preferred that the required documentation be attached to the inventory in SLEIS; it may also be emailed to EI_submittals@dhec.sc.gov.

Your inventory will not be deemed complete and in compliance until the inventory has been electronically signed in SLEIS and all supporting documentation described above has been received. Remember the deadline for submittal is March 31.

Training and Resources

The latest version of SLEIS with new functionality and enhancements is currently being installed for the 2020 inventory cycle. As such, several training webinars are tentatively planned for early to mid-February. Participation is voluntary, but you are strongly encouraged to join these webinars. Webinar dates, times, and logistics will be announced on both the webpage and SLEIS homepage when they become available.

As always, you may contact the Emissions Inventory Section for individual assistance with calculations or facility-related questions. If you have questions about SLEIS, you may email them to EI_submittals@dhec.sc.gov, and someone will respond within two business days. Please see the websites below as referenced in this letter or for additional information.

- <http://www.scdhec.gov/Agency/RegulationsAndUpdates/LawsAndRegulations/Air/>
- <https://scdhec.gov/environment/air-quality/compliance-monitoring/emissions-inventory>
- <https://sleisprod.dhec.sc.gov/SLEIS>

Also note that beginning with the upcoming fiscal year, Title V invoices will not be mailed until January following the start of the fiscal year. In other words, invoices for FY2022 (which begins July 1, 2021) will be mailed in January, 2022, rather than July, 2021. This shift in timing will allow us to bill all Title V facilities based on the latest annual emissions inventory data. Additional fee information is available on the webpage above under Fees.

My staff and I look forward to working with you to complete your 2020 emissions inventory and submittal. If you have any questions, please feel free to contact me.

Sincerely,



Chad Wilbanks, Manager
Emissions Inventory Section
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(803) 898-4106

Attachments
Facility General Form
List of Responsible Officials