

TITLE V COMPLIANCE CERTIFICATION FORM
INSTRUCTIONS (TVFORM-005)

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Complete a Compliance Certification Form (TVFORM-005) for each Responsible Official (RO) and identify the areas of responsibility for each (indicate by permit number the emissions units under the responsibility of each RO).

I. Type of Permit Action

Mark the appropriate box to indicate whether the application is for: an initial Title V operating permit that is to be first issued to a source in accordance with District Rule 2520; a permit renewal for an existing Title V operating permit; or a new stationary source that commences operation after June 15, 1995. Only one application form is needed for each facility.

Line 1. Indicate the organizational structure of the facility.

Line 2. Print the name of the facility owner.

Line 3. Print the name of the agent to the owner, if any, who may conduct business on behalf of the owner.

Line 4. Indicate the dates compliance certifications will be submitted to the District during the 5 year permit term. Compliance certifications must be submitted at least annually, unless a more frequent submittal is required by an applicable requirement.

II. Compliance Certification

A compliance certification is a certification by the Responsible Official that each of the statements initialed in this section are true, accurate, and complete. The Responsible Official must initial the statements that are true, sign and date, and print his/her name and title.

For a corporation, the responsible official shall be a president, secretary, treasurer, or vice president in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation. The responsible official may be a duly authorized representative rather than any of the above if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit; and

1. the facilities employ more than 250 persons or have gross annual sales or expenditures exceeding \$25 million in 1980 dollars; or
2. the District has approved a petition from the original responsible person to delegate authority.

For a public agency the responsible official shall be either the principal executive officer or the ranking elected official. The principal executive officer, in the case of a federal agency, may be the executive officer having responsibility for a geographical unit.

For a partnership or sole proprietorship, the responsible official is a general partner or the proprietor, respectively.