



What Is New With the Forms?

Updates to the Source Registration (SR) and Greenhouse Gas (GHG) forms
May 2019

IMPORTANT: if you are new to filing Source Registration and/or Greenhouse Gas Reporting, please see “Quick Start: What You Must Know to File” for tips that will save you time at: <https://www.mass.gov/guides/massdep-source-registration>

MassDEP has changed Source Registration (SR) forms in eDEP from PDF to web forms (Aug 2018). We did this to make the forms faster and more reliable, and to combine Greenhouse Gas (GHG) Reporting with SR for filing convenience. The content and function of the new SR forms is largely the same and will be familiar to anyone experienced with SR filing. But there are a few differences – this sheet explains the most important changes for filers.

3 Options: You will now see 3 different types of SR form packages in eDEP: *SR Only*, *SR/GHG*, and *GHG Only*. If you need to file both a SR and a GHG Report this year you can now do this in 1 package (SR/GHG) and save time.

We will let facilities know through email and/or reminder letter when 2017 is available for filing, and which package we believe they need to file. We will also post this information on the Source Registration and Greenhouse Gas Reporting webpage. Note for 3-year SR filers, who also must file a GHG Report, the type of package you need to file will vary from year to year.

SR and GHG Reporting (SR/GHG): If you are submitting a combined SR/GHG package, not all process units you report under SR will require GHG emissions reporting. You should indicate which units require GHG reporting. The emission unit forms have a new field for this: *Is GHG emissions reporting required for this emission's unit?* There is a similar field in Section B for materials. We have prefilled these fields wherever possible based on our records, but please confirm for each unit.

For some SR/GHG filers there may be a few emission units that are not already in the SR database. These were units not reportable under SR (e.g., natural gas pipelines, SF6 from semiconductor manufacturing and gas insulated switch gear). Please add these units to your SR/GHG package using the new creator form. Choose the GHG-only form (a short version of the SR forms especially for GHG units).

GHG Only Reporting (GHG Only): GHG Only filers who have never filed an SR package will need to add forms to enter all of their emission units. When you create your package, the first form is the Overview – there you can check the New Facility box and a New Creator Form will be added to your package. Open this form and indicate how many emission unit forms you will need for your facility. When you error check the New Creator Form, all of the blank unit forms will be added to your package. After you file for the first time all of this data will be saved and retrieved in future years for your convenience.

Validation: The Validation button is now labeled “Error check”, but functions the same as the previous validation button.

Emergency generators:

The 300 hour operating restriction for emergency engines was removed from MassDEP regulations effective March 9, 2018. There are now questions about the hours that emergency generator units run for emergencies, non-emergencies, and maintenance or readiness testing. This also may change what you report about the restrictions on that unit find out more at [Tips from the SR Help Desk](#).

Important: Facilities whose actual emissions can fit within a 25% or 50% cap should investigate registering a cap through the new [ePLACE Portal](#)– it’s easy and you can find out more here: [Facility Emissions Cap](#)

Fuel questions: The questions for process units have been amended to include information about a fuel where Section B is for a fuel being combusted as part of the process (i.e., maximum input rating and sulfur content). This is the first step towards providing an emissions calculation feature on the process unit forms in the future.

Lead: If your facility emits lead, there is now a specific field to enter this emission.

Optional PM-CON: Those facilities that calculate PM condensable emissions may enter those values in this new field. This is optional.

GHG emission factors: If you want the form to supply the emission factor and calculate the emissions for you, don’t check the box next to the pollutant label in the emissions table. If you have a “precalculated” custom factor then check the box and enter your factor. This is new for GHG Only filers, but is not new for SR Only or SR/GHG filers.

Control devices: Web forms have allowed us to make adding and deleting control devices simpler. All devices are displayed at once regardless of their number (i.e., there are no longer separate forms for extra devices). Also, EPA has added new control devices since the last filing year. You can find the list of air pollutant control (APC) devices broken out by category on our website.

Calculation method: When not using the automatic calculation feature, we are asking filers to categorize how they calculated their emissions (e.g., material balance, CEM, etc.).

EPA Unit Type Code: EPA has added new codes since the last filing year. These new codes are associated with the following equipment types: nutritional yeast, off-site waste & recovery operations, plywood and composite wood products, Portland cement, POTW, process equipment, and pulp & paper. Check your EPA Unit Type Code response for each emission unit to confirm if the information accurately describes your equipment; correct your information if there is a different code that better describes your equipment. You can find the list of EPA Unit Type Codes broken out by category on our website.

EPA Material Type Code: These codes are used in the response for a question in Section B to identify the raw material / finished product / fuel type / waste type. For fuel burning devices, this code is strictly based on the SCC you enter. For the other forms, if the material type for the SCC is not appropriate for your situation, you can select a different material type found in the drop down list.

Source Classification Codes (SCCs): EPA has updated some SCCs since the last filing year. The new forms will reflect these code changes. Also note that units of measure will need to match SCC standard units. If your units of measure don’t match, the form will select the correct unit for you after you error check. Be sure to confirm that your throughput numbers are in the same units as shown on the form.

Please check your data. We expect that all previously entered data will appear correctly in the new forms. However, please take care to confirm all of the data before you submit. If you notice that a form opens without auto-filling the fields, please contact BAW.eDEP@massmail.state.ma.us before continuing to work on the package. Thank you for your patience with our system.