

## **Compression Ignition Internal Combustion Engine Model General Permit (MGP) Application Instructions**

When the applicant is ready to apply, the following steps should be followed:

### **IF YOU ARE SUBMITTING A HARDCOPY APPLICATION**

1. Complete and sign the Qualifying Criteria document. The same signatory for the application should sign Qualifying Criteria document.
2. Complete the PTI/PTIO Application and the appropriate EAC form(s). Have the signatory, as defined in OAC rule 3745-31-04(B), sign the application.
  - a. PTI/PTIO Applicants: It is necessary to ONLY complete the following section of the PTI/PTIO application:  
  
General Cover Sheet - 1, 2, 3, 4, 5, Facility & Contact Information  
Section I – 1, 2, 3, 4 (if applicable), 5, 6, 7, 8  
Section II – 1, 2, 3, 4, 5, 7A, 7C, 8, 10
  - b. EAC form instructions: It is necessary to ONLY complete the following sections of the EAC form for Stationary Internal Combustion Engines (EPA Form 3862):  
  
Questions: 1, 2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 14
3. Include a cover letter that states specifically which model general permit you are applying for, using the "Source Description" and "MGP Number" contained on the "Qualifying Criteria" document and the completed NO<sub>x</sub> emissions calculations for all of the facility's diesel engines.
4. Submit all required documents to the District Office or Local Air Agency.

### **IF YOU ARE SUBMITTING AN ELECTRONIC APPLICATION IN AIR SERVICES**

1. Complete the electronic PTI/PTIO Application in Air Services, selecting the appropriate General Permit Category and Type. It is necessary to only complete the follow fields:
  - a. PTI/PTIO Application(main page): 1, 2, 3, 4 (if applicable), 5, 6, 7, 8
  - b. Emission Unit Information(for each emissions unit): 1, 2, 3, 4, 5, 7A, 7C, 8, 10
2. Complete the following forms and upload them as an attachment to your electronic application.
  - a. Qualifying Criteria document and the completed NO<sub>x</sub> emission calculations for all of the facility's diesel engines. (signature is NOT required on the form when using Air Services).
  - b. The appropriate EAC form(s). It is necessary to ONLY complete the following sections of the EAC form for Stationary Internal Combustion Engines (EPA Form 3862): Questions 1, 2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 14

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3. Ensure your Facility Profile is current including author/contact information, SSC Code information and any relevant control equipment information.