# USER MANUAL FOR THE HOTSPOTS ANALYSIS AND REPORTING PROGRAM EMISSION INVENTORY MODULE VERSION 2.1.0

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# 1. OVERVIEW

The Hotspots Analysis and Reporting Program (HARP) is a software suite used to assist with the programmatic requirements of the Air Toxics "Hot Spots" Program. HARP combines the tools of emission inventory database, facility prioritization, air dispersion modeling, and health risk assessment analysis. In the latest version of HARP, the HARP modules have been separated into three individual programs which will allow users to access any of the modules independently from each other. However, information can still be shared between each program. For consistency, the three programs are still referred to as the Emission Inventory Module (EIM), Air Dispersion Module, and the Risk Assessment Module.

Users of the HARP should have a working knowledge of air dispersion modeling, the Air Resources Board's (ARB) Emission Inventory Criteria and Guidelines, and the risk assessment methods and procedures outlined in the Office of Environmental Health Hazard Assessment's (OEHHA) document Air Toxics Hot Spots Program Guidance Manual for Preparation of Health Risk Assessments.

HARP can be used by Air Pollution Control and Air Quality Management Districts (districts), facility operators, and other parties to manage and evaluate emissions inventory data and the potential health impacts associated with these emissions. The use of HARP promotes statewide consistency, increases the efficiency of evaluating potential health impacts, and provides a cost-effective tool for developing facility health risk assessments.

HARP may be used to assess the potential health impacts from a single facility or multiple facilities in proximity to each other, where a single meteorological data set is appropriate for all the included facilities. However, other applications may be appropriate depending on the user's expertise and presence of adequate data.

Although designed to meet the programmatic requirements of the Air Toxics "Hot Spots" Program, HARP may be used for preparing risk assessments for other air related programs (e.g., air toxic control measure development, facility permitting applications). Therefore, each user of the HARP software should know the requirements of the regulation or program they are addressing before using the HARP software and reporting results.

HARP is developed using Microsoft Visual Studio 2010 Visual Basic .NET. An open source software NPlot is used for plotting in HARP.

# a. How is this User Guide Organized?

This document relates to information about the HARP EIM.

- Section 4 provides an overview of the user interface.
- Sections 5 through 7 provide information about project concepts and database designs.
- Sections 8 through 10 provide information on the data entry screens and how to manually enter data into the program.
- Sections 11 through 14 provide information on how to import, export, query, and create reports.
- Section 15 provides information on advanced features in the program (e.g., importing from an Excel document).

Please note that this document does not provide guidance or list the requirements of the Air Toxics Hot Spots Program. Please refer to ARB's Emission Inventory Criteria and Guidelines at <u>http://www.arb.ca.gov/ab2588/2588guid.htm</u>.

# b. What can the Emission Inventory Module Do?

The HARP EIM will create and manage facility emission inventory databases. This data can be transmitted to the local air districts and the ARB. The HARP EIM can also calculate facility prioritization scores.

# c. What is the Air Toxics "Hot Spots" Program?

The Air Toxics "Hot Spots" Information and Assessment Act (AB 2588, 1987) was enacted in September 1987. Under this Act, stationary source facilities are required to report the types and quantities of certain substances their facilities routinely release into the air. Emissions of interest are those that result from the routine operation of a facility or that are predictable, including but not limited to continuous and intermittent releases and process upsets.

The goals of the Air Toxics "Hot Spots" Act are to collect emissions data, to identify facilities having localized impacts, to ascertain health risks, and to notify nearby residents of significant risks. In September 1992, the "Hot Spots" Act was amended by Senate Bill (SB) 1731 to address the reduction of significant risks. The bill requires that owners of significant-risk facilities reduce their risks below the level of significance. The Act requires that toxic air emissions from stationary source facilities be quantified and compiled into an inventory according to criteria and guidelines developed by the ARB, that each facility be prioritized to determine whether a risk assessment must be conducted, that the risk assessments be conducted according to methods developed by the OEHHA, that the public be notified of significant risks posed by nearby facilities, and that emissions which result in a significant risk be reduced. Since the amendment of the statute in 1992 by enactment of SB 1731, facilities that pose potentially significant health risks to the public are required to reduce their risks, thereby reducing the near

source exposure of Californians to toxic air pollutants. Owners of facilities found to pose significant risks by a district must prepare and implement risk reduction audits and plans within 6 months of the determination.

For more information on the Air Toxics "Hot Spots" Program, please visit ARB's website at <u>http://www.arb.ca.gov/ab2588/ab2588.htm</u>.

# 2. GETTING STARTED

This section provides information for new users.

# a. Installing the HARP EIM

Before installing the HARP EIM on your computer, please review the system requirements. If you need technical support, please contact the Air Resources Board's Stationary Source Division, Emission Assessment Branch at (916) 323-4327 or send an email to <u>harp@arb.ca.gov</u>.

# Can I install the HARP EIM with Older Version of HARP 1.x?

The HARP EIM can be installed to a computer with an older version of HARP.

# Default Installation Folder

The default destination folder is C:\HARP2. It is recommended that you install to the default destination folder.

# Desktop Shortcuts

During the installation process, the installer will create a HARP folder on your desktop. The HARP folder will contain shortcuts to the HARP EIM, a tool for validating CEIDARS transaction files (See Section 15.g), and a tool for converting coordinates from one system to another (See Section 15.e).

# b. Opening the Program

To open the HARP EIM, open the HARP2 folder located on your desktop and double-click on the *Emission Inventory Module* icon.



# c. Creating a New Project

To create a new project, click *File\New Project* in the main menu. For more information on what a project is, see Section 5.



Enter a project name and click OK.

Project Name:	HARPDemo		
Workspace:	C:\		Browse
The project will	be created at: V Create a subdirectory for o\HARPDemo.eid		subdirectory for the project
C:\HARPDemo	HARPDemo.eid	C deale a	
C:\HARPDemo	o\HARPDemo.eid		

## d. Importing Data from the Previous HARP Version

If you want to import your facility and emission inventory database from the previous version of HARP, follow the instructions below.

To convert the older database, select **Tools\Database Utilities\Convert Database to and from HARP 1.4** in the main menu.

Source Database		Browse
Output Destination		Browse
	Convert to HARP 2x Database	
Downgrade the curre	ent project database for use with HARP	1.4 Browse
Output Destination		

In the *Source Database* area, click *Browse* and select the older HARP database. Next, choose the output destination and then click *Convert to HARP 2.x Database*. To change to the newly converted database, click **Tools\Database Utilities\Change Database** in the main menu. You can also change the database using the **Project Panel**. See Section 4.c for more information.

	Add Project to Zip Archive GeoTranslator Validate a HARP CEIDARS 2.5 Transaction	n File	
	Database Utilities	•	Backup Database
	Create a User-Defined List	۰ ا	Change Database
ľ	Settings		Compact and Repair Database SQL Viewer Get Database Information Upgrade Database Convert Database to and from HARP 1.4

If your project used an older version of CEIDARS utility database, the program will prompt an option to use the latest version of CEIDARS utility database. Please see section 6.b for more information about CEIDARS utility database.

This datab	ase is currently	associated v	vith an older CE	IDARS u	tility
database.	Would you like	to use the l	atest CEIDARS	utility da	tabase?
			Yes		<u>N</u> o

If your project used an older version of the health database, the program will prompt an option to use the latest version of the health database.



# e. Getting Familiar with the Program

It is best to review this user guide before attempting to use the program. Help files are also available in various areas in the program.

- Section 4 provides an overview of the user interface.
- Sections 5 through 7 provide information about project concepts and database designs.
- Sections 8 through 10 provide information on the data entry screens and how to manually enter data into the program.
- Sections 11 through 14 provide information on how to import, export, query, and create reports.
- Section 15 provides information on advanced features in the program (e.g., importing from an Excel document).

# f. Training

Training for this program is still being developed. Please sign up on the HARP listserver for updates at <a href="http://www.arb.ca.gov/listserv/listserv\_ind.php?listname=harp">http://www.arb.ca.gov/listserv/listserv\_ind.php?listname=harp</a>

# 3. SYSTEM REQUIREMENTS

Before installing the HARP EIM on your computer, please review the system requirements. If you need technical support, please contact the Air Resources Board's Stationary Source Division, Emission Assessment Branch at (916) 323-4327 or send an email to <u>harp@arb.ca.gov</u>.

## System Requirements

- Any Microsoft Windows operating system that supports the Microsoft .NET Framework 4.5.
- 50 MB of free hard drive space for the HARP EIM program files

# 4. USER INTERFACE OVERVIEW

This section provides an overview of the HARP EIM user interface.

#### a. Main Screen

Below is s screenshot of the main screen of the HARP EIM. The main screen is divided into two sections. The left-side of the screen is called the *Project Panel*. See Section 3.c for more information about the *Project Panel*. The right-side of the screen is the application workspace. When various screens are opened, the screens appear and are organized as tab pages in the application workspace. See Section 3.d for more information about the tab pages.



# b. Main Menu Options

The table below provides a description of each of the main menu options. The table also provides the section location for more information.

Menu Option	Description	Section Reference
File		Reference
New Project	Creates a new project	5.a
Open Project	Opens an existing project	5.b
Close Project	Closes the current project	5
Close Tab	Closes the current focused tab	4.d
Close All Tabs	Closes all tab windows	4.d
Recent Projects	Displays up to four of the most recently opened projects	5
Exit	Closes the program	
View		
Project View	Hides or shows the Project Panel	4.c
Start Page	Opens the Start Page	4.d
Add/Edit Data		
Facilities and Emission Data	Opens the Facility Explorer Screen	4.d & 8
Areawide (Regional) Source Data	Opens the Areawide Explorer Screen	4.d & 9
Receptor Data (e.g., Schools)	Opens The Receptor Data Screen	4.d & 10
Import Data		
Query Data	Opens a query window for retrieving records from the user database	4.d & 12
Create Reports	·	•
Facility Emissions Report	Creates an emission summary report for a single or group of facilities	4.d & 13.a
Area Source Emissions Report	Create an areawide source emission summary report	4.d & 13.b
Quality Assurance Report	Creates a quality assurance report	4.d & 13.c
Prioritization	Creates and calculates facility prioritization scores	4.d & 13.d
Export Data		
Export Data to HARP CEIDARS 2.5 Transaction File	Export data from the user database to a HARP CEIDARS 2.5 transaction file	14.b
Export Data to HARP Database	Export data from the user database into a new HARP database	14.c
Export Data for Air Dispersion Analysis	This feature will be available when the new Air Dispersion Module is completed	
Tools		
Add Project to Zip Archive	Consolidates a project and associated files to a single zip file. 7-Zip must be installed	15.f
GeoTranslator	A tool for converting coordinates from one system to another	15.e
Validate a HARP CEIDARS 2.5 Transaction File	A tool for validating HARP CEIDARS 2.5 Transaction Files	15.g
Database Utilities	Tools for backing up, upgrading, converting, fixing, quering the user database.	6.a & 15.b
Create a User Defined List	Create user-defined list for automating functions in the program	15.a
Settings	Access to settings of the program	6.d, &15.f

Help					
Help	Link to the user guide				
About the HARP Emission Inventory Module	See version information about the program				

#### c. Project Panel

The project panel is a graphical representation of an Emission Inventory Project. The project panel displays basic information about your emission inventory and data connections. See Section 5 for more information about an Emission Inventory Project.



The table below provides a description of each of the nodes displayed in the project panel.

Name	Description	Mouse Double-click Function	Mouse Right-click Function
Project	Displays the name of the project	Collapses or expands the node	Create a zip file of the project; opens the project folder location
File Path	Displays the file path of the project	None	None
User Database	Displays the connected database	None	Change the database; Backup database
User-Defined Database	Displays the connected database	None	None
Data	Parent node for data counts	Collapses or expands the node	None
Facilities	Displays the number of facilities in the connected database	Opens the Facility Explorer Window	None
Areawide Sources	Displays the number of areawide sources in the connected database	Opens the Areawide Sources Explorer Window	None
Receptors	Displays the number	Opens the Receptor	None

	of receptors in the connected database	Explorer Window	
Queries	Displays a list of queries associated with the project	Collapses or expands the node	Create or add an existing query
Reports	Displays a list of reports associated with the project	Collapses or expands the node	Create or add an existing report
User-Defined Lists	Displays a list of user-defined lists associated with the project	Collapses or expands the node	Create or add an existing a user-defined list
Output & Additional Files	Displays a list of files associated with the project	Collapses or expands the node	Open folder location

#### d. Tab Pages

When windows are opened in the HARP EIM, the windows are displayed as tab pages in the application workspace on the left-side of the main screen. This section provides information on the types of tab pages that are available in the HARP EIM.

#### **Closing Tab Pages**

Below are several ways to close a tab page.

• Hover over the tab name and right-click using the mouse. Then click *Close Tab*.



• Click on a tab page and then select *File\Close Tab* in the main menu.



• Select *File\Close All Tabs* in the main menu to close all open tabs.

### <u>Start Page</u>

Each time the HARP EIM starts up, a start page automatically appears in the workspace as a tab page. The start page provides a starting point for the user. On this page, the user can set their initials for data exports. The start page also contains links for more information on HARP.

This information is used to ide	entify the opera	ator on data exports	
-	Apply	Clear History	
Maximum of 3 Characters)			
(File\Open Project)	after ente	ring your initials	
		(internet connection ricquirea)	
HARP Website			

To set your initials, type your initials into the text box and click *Apply*. The maximum number of characters allowed is eight. The HARP EIM will also remember all initials that were previously set for quicker entry. To see the list of previous users, click on the arrow in the text box and select a user name. To clear the list, click *Clear History*.

#### **Explorer Screens**

The explorer screens allow you to quickly view the facility, areawide source, and receptor data in your database. Each data type has its own screen. With these screens, data can be filtered, sorted, deleted, and duplicated. You can also search for a specific record. In addition, you can select a single or group of facilities or areawide sources and view the reported emissions. See Section 6 for detailed information on how to operate these screens.

To access an explorer screen, click *Add/Edit Data* in the main menu and select one of the data types (i.e., *Facilities and Emission Data*, *Areawide (Regional) Source Data*, or *Receptor Data*). You can also double-click on one of the nodes under *Data* in the *Project Panel*.

Project: HARP Demo	Facility Explore	Areawide Source Explorer Recepto	r Explorer					
<ul> <li>He path: C:\HARPDem</li> <li>User Database: HARPD</li> <li>User-Defined Database:</li> </ul>	+ Add Rec	r Name Search: ord   📑 Edit Record   Duplicate R	ecord + 🕽	C Delete Recor	how All Rei d   Emissi	ords Filter	Settings Export List •	Select All Rows
Data	Facility ID	Facility Name	County	Air Basin	District	Year		
- Facilities: 5 - Areawide Sources: 6	1001	PROSPECT PRODUCTS						
- Receptors: 3	2001	PDQ REPAIR GUYS	37	SD	SD	2		
Queries	3000	DOUGS WHATNOT SHOP	37	SD	SD	2		
Feports Facility Summary rtf	3001	STATE STREET MANUFACTURING	42	SCC	SB	2		
User-Defined Lists	3002	ABC CHEMICAL	37	SD	SD	2		
- FacilityBoundaries.kml								
- FacilityBoundaries kml								

#### **Query Screen**

The query screen allows you to retrieve custom and detailed information from your database and export the information to a Comma Separated Values (CSV) file. In order to use this feature, you must have some experience with Structured Query Language (SQL). To create a new query, click *Query Data* in the main meu. To access an existing query double-click on a query under the *Queries* node in the *Project Panel*. See Section 12 for more information about using the query screen.

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- User-Defined Lists - Output & Additional Files	YEAR	FACID	00	AB	DIS	FNAME
(						

#### List Screen

The list screen allows you to view and edit user-defined lists. These lists are used to help automate some of the features (e.g., creating reports and exporting data) in the EIM. There are three types of user-defined lists that can be created which include facility, pollutant, and receptor. To view an existing list, select a list under the **User-Defined Lists** node in the **Project Panel**. To create or edit a new list, see Section 15.a for more information.

He       Edit         +       +       +         Add to List       Move Up       Move Down         Facility ID       Facility Name       County       Air Basin       District       Year         2001       PDQ REPAIR GUYS       37       SD       SD       2         3000       DOUGS WHATNOT SHOP       37       SD       SD       2         1001       PROSPECT PRODUCTS       37       SD       SD       2         3002       ABC CHEMICAL       37       SD       SD       2								
Add to List     Move Up     Move Down       Facility ID     Facility Name     County     Air Basin     District     Year       2001     PDQ REPAIR GUYS     37     SD     SD     2       3000     DOUGS WHATNOT SHOP     37     SD     SD     2       1001     PROSPECT PRODUCTS     37     SD     SD     2       3002     ABC CHEMICAL     37     SD     SD     2	File Edit	t						
Facility IDFacility NameCountyAir BasinDistrictYear2001PDQ REPAIR GUYS37SDSD23000DOUGS WHATNOT SHOP37SDSD21001PROSPECT PRODUCTS37SDSD23002ABC CHEMICAL37SDSD2	+ Add to List	t Move Up Move Dow	'n					
2001PDQ REPAIR GUYS37SDSD23000DOUGS WHATNOT SHOP37SDSD21001PROSPECT PRODUCTS37SDSD23002ABC CHEMICAL37SDSD2	acility ID	Facility Name	County	Air Basin	District	Year		
3000DOUGS WHATNOT SHOP37SDSD21001PROSPECT PRODUCTS37SDSD23002ABC CHEMICAL37SDSD2	001	PDQ REPAIR GUYS	37	SD	SD	2		
1001PROSPECT PRODUCTS37SDSD23002ABC CHEMICAL37SDSD2	000	DOUGS WHATNOT SHOP	37	SD	SD	2		
3002 ABC CHEMICAL 37 SD SD 2	001	PROSPECT PRODUCTS	37	SD	SD	2	1	
	002	ABC CHEMICAL	37	SD	SD	2		

### **Report Screen**

The report screens allow you to view reports that you create in your project. In the report screen you can view, print, and export a report. There are also basic controls for viewing the pages. The report screen is automatically displayed when you create a new report. See Section 13 for a description of different reports available in the HARP EIM. To open an existing report, double-click on a report under the **Report** node in the **Project Panel**.

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Q 6	Normal View									
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	alesters in TRACKS Are							4.8		
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		27	10 SD	A-I	1-3,7-98xCDF	72918219	1.0005-08	2		
				λ-I	1-4, 6-8HpCCO	15822469	1.0008-08	2		
				λ-I	2,2,7,8-7000	1746016	1.0005-08	2		
				A-I	As empd(inorg)	1016	11.200	2		
				λ-I	Chlozine	7782505	1200.000	2		
				A-1	Cr (VI)	18540299	0.200	-		
				A-1	roenaldenyde	50000	1.000	1		
					Methylene Childre	70094	0.000	-		
				3-7	Desthane	51786	225 000			
				CRIT	TM	11201	0.150	-		
			CRIT	PMLO	85101	0.125	2			
				6	Mitropen oxide	10024972	0.0	-		
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1001	ADDRESS CITY 1 PROSPECT SPODDCTS 100 SROSPECT ST. 1 PDQ REPAIR GUTS	219 00	ratic MB DE3 L382 SD SD	САТЕОСЯТ 	POLLUTANT 	POLLUTANT ID 7664417 10024972	EMISSIONS 15.000 0.0	2 2		
1001	ACCRESS CITY 1 DECEMBERT RECEPCTS 100 RECEPCT ST. 1 PDQ REPAIR GUTS 45678 COART RUVD	219 00	ratic MB DE3 L382 5D 3D L382	A-I G	POLLUTANT 3223 Nitrogen oxide	POLLUTANT ID 7664417 10024972	EMI331083 15.000 0.0	2 2		
2001	ACCRESS CITY 1 PROSPECT PRODUCTS 100 PROSPECT ST. 1 POQ REPAIR COVS 45478 COAST BLVD LA JOLLA	217 217 27	ratic MB DII L982 SD SD L982 SD SD	САТЕОСЯТ А-I 6 А-I	POLLUTANT 2013 Sützegen exide Cr(VI)	POLLUTANT ID 7664417 10024972 18540299	BHISSIONS 15.000 0.0	2 2 2		
2007	ACCRESS CITY 1 PROSPECT PRODUCTS 100 PROSPECT ST. 1 PDQ REPAIR GUTS 45675 COATT RUVD 1A JOLLA	217 217 27	ratic MB DE1 L382 SD 3D L382 SD 3D	λ-1 6 λ-1 CRIT	POLLUTANT 	POLLUTIANT ID 7664417 10024972 18540299 85101	EMI331083 15.000 0.0 0.200 0.0	138 2 2 2		
1001 2001	ACCRESS CITY I PROSPECT PRODUCTS 100 PROSPECT ST. 100 RECENT ST. 100 RECENT ST. 100 RECENT ST. 100 RECENT ST. 100 RECENT ST. 100 RECENT ST.	219 CO 27 27	rato MB DES L382 SD 3D L382 SD 3D 2393	λ-1 6 λ-1 CR17	POLLUTANT XE1 Elizogen oxide Cr(VI) BHIO	FOLLUTIANT ID 7664417 10024872 18540286 85101	EMI331083 15.000 0.0 0.200 0.0	133 2 2 2		
1003 2003	ACCRESS CITY 1 PROSSECT PRODUCTS 10 PROSSECT ST. 1 POQ REPAIR GUTS 45418 COAST SUVD LA JOLLA 0 DODGS MEXIMUT SUPD 12449 COAST SUVD	219 00	ratic MB D13 1382 50 30 1382 50 30 2393	λ-1 6 λ-1 CRIT	POLLUTIANT 	POLLUTIANT ID 7664417 10024972 18540296 95101	EME332083 15.000 0.0 0.200 0.0	138 2 2 2		
1001 2001	ALCREAS CITY 1 DROSPECT PRODUCTS 100 PROSPECT ST. 1 POQ REPAIR GUTS 44049 COART BLVD 12 JULA JULA 0 DOODS MEALENCT SHOP 12446 COART BLVD 12446 COART BLVD	2119 CC 27 27 27	ratic MB DE1 L382 5D 3D L382 5D 3D L382 5D 3D 2393 5D 3D	A-I G A-I CRIT A-I	BOLLUTANT SEE Kitrogen oxide Ce(VI) BHIO As cmpd(Loory)	POLLUTANT ID 7644417 10024972 18540286 85101 1014	EMI331083 15.000 0.0 0.200 0.0 10.000	138 2 2 2		
1003 2003 2004	ACORESS CITY 1 PROSSECT PRODUCTS 100 PROSECT ST. 1 POQ REPAIR OUTS 45478 COART BLVD LA JOLLA 0 DOODS MACHNOT BLVD 12448 COART BLVD 12448 COART BLVD 12448 COART BLVD 12448 COART BLVD 12448 COART BLVD	2229 CO 227 27 27 27 27	NS DE3 NS DE3 L382 SD SD L382 SD SD L382 SD SD L382	2-1 6 2-1 CRIT 2-1	POLLUTANT SELS Sitrogen exide Ce(VI) BdGo As cmpd(inceg)	POLUTIANT ID 7664417 10024972 18840296 85101 1016	IMISSIONS 15.000 0.0 0.200 0.0 10.000	2 2 2 2		
1001 2001 2001	ACCRESS CITY 1 DECISECT RECOUCTS 100 FROSDECT ST. 100 FRO	211 CO 217 27 27 27 27 27	ratic Ma Dis Lassa to sto Lassa to sto Lassa to sto Lassa to sto	2.1750087 	DOLLUTAR MES Sitropen suide Cr(VZ) MES As capd(inorg) Di2-DaWeBabab	POLLUTANT ID 7664417 10024972 18540296 85101 1016	EMERSIONS 15.000 0.0 0.0 10.000 10.000	1100 1 1 1 1 1		
1003 2003 2005	ACCRESS CTT CTT 1 NO.SECT NOCOCCES 100 NOSPECT ST. 1 POQ REPAIR OUTS 44517 COATS RUUD LA JOLLA 0 DOOLS MAINOT REUP LA JOLLA 1 DIATE INSEE NAMERAL STATE INSEE NAMERAL STATE INSEE NAMERAL	211 CO 217 27 27 27 27 27 27 27 27 27 27 27 27 27	rsic MS DII Lise2 SD SD Lise2 SD SD Lise2 SD SD Lise2 SD SD SD SD Lise2 SD S	2	ROLLUTANT Notrogen exide Ce(VZ) No cmpd(integ) Di2-EthNeThthal	POLLUTIANT ID 7664417 10024872 18540289 85101 1016	EMILESIONS 15.000 0.0 0.200 0.0 10.000 10.000	22 2 2 2 2		
1003 2003 2003 2003 2003	ACCOUNTS CITY CITY 1 PROSPECT PRODUCTS 100 RECEARS. OFFS 45475 COURT BLVD LA VOLLA 0 COUCH MELTER 12445 COURT BLVD L2445 COURT BLVD L2445 COURT BLVD L2445 COURT BLVD L2445 COURT BLVD BATAL STREET MANUFACT SANTA STREET SANTA STREET SANTA STREET SANTA STREET SANTA STREET SANTA STREET	213 CO 27 27 27 109.1365 42	ratic MS DE1 L382 FD 3D L382 FD 3D L382 FD 3D L382 FD 3D L382 FD 3D L382 FD 3D L382 FD 3D L382 FD 3D L382 FD 3D FD	2.112008Y 	ROLLTTART XXX Xistenjen oxide Cr(VI) RKLO An copd(interg) Di2-ExoNeThenhal	ROLLUTIANT ID 7664417 10024972 18840296 85101 1016 117817	BALISSIONS 15.000 0.0 0.200 0.0 10.000	1138 2 2 2 2 2		
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1001 2001 2001 2001 2001	ACCRESS CITY CITY INCOMENT BOCOCCIS INCOMENT BOCOCCIS INCOMENT BIO INCOMENT INCOMENT INCOMENT BIO INCOMENT INCO	212 CO 27 27 27 27 27 27 42 42 42 92007 27	7510 MA DII 1382 50 50 50 1382 50 50 50 500 50 500 50 501 6 501 50	CATEGORY           À-I           G           À-I           CRIT           À-I           A-I           A-I           A-I           A-I           A-I           A-I           A-I           A-I	NOLLITAIT XXX Xixropen oxide Cr(VX) NGC Xa cmpd(integ) Di2-ExAMPRAN 1-3, -SMACOT 1-4, -SMACOT	ROLLUTINT ID 7664417 10024972 18840296 85101 1016 117817 7881812	15.000 0.0 0.0 10.000 10.000 1.008-08	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		

#### e. Data Entry Screens

The facility, areawide source, and receptor data each have their own data entry screen. The data entry screens can be accessed by double-clicking on a record or by selecting a record and clicking on *Edit Record* on the explorer screen's main menu. The data entry screens are discussed in more details in Sections 8, 9, and 10.

# 5. EMISSION INVENTORY PROJECT

An Emission Inventory Project simply acts as a container to keep track of all the data and file connections that are associated with your emission inventory. It is also the location on your computer hard drive where all the files created for your emission inventory are saved. It also stores your preferences and filter settings for the program.

Information about the project is displayed graphically in the *Project Panel*. The project settings can be changed in the *Project Panel*. See Section 4.c for more information about the *Project Panel*.

The main project file has the file extension *EID*. In the main screen, the four most recent opened projects are displayed under *File\Recent Files* in the main menu.

#### a. Create a New Project

To create a new project, click *File\New Project* in the main menu.



Enter a project name and click OK.

Project Name:	HARPDemo		
Norkspace:	C:\		Browse
The sector of th	has accordingly and a	The Courts of	A discutory factles and and
C:\HARPDem	>\HARPDemo.eid	Create a su	addrectory for the project

# b. Open an Existing Project

To open an existing project, select *File\Open Project* in the main menu.



Browse to the location of the project file (\*.EID), then click **Open**.

Comp	uter + Local Disk (C:) + HARPDemo +	- 47	Search HARP	Demo		2
Organize 👻 New fo	lder			)H •		0
🖈 Favorites 🕺	Name	Date modified	Туре		Size	
E Desktop	🅌 BackupData	3/14/2013 2:22 PM	File folder			
🔒 Downloads	HARPDemo.eid	3/14/2013 2:22 PM	EID File			1 K
Libraries Documents Music Pictures						
Libraries Documents Dusic Pictures Videos Computer						
Libraries Locuments Music Pictures Videos Computer Local Disk (C:) ~	*	m				
Libraries Documents Music Pictures Videos Computer Local Disk (C:) ~ File	<		Emission Inve	ntory Proj	ect File	

# 6. DATABASES

The HARP EIM uses several Microsoft Access Databases for either storing or looking up data. When you create a project, it is automatically associated to the databases. These databases are used for storing your emission inventory data, assisting with data entry, or prioritization calculations. This section describes the types of databases connected to your project.

#### a. User Database

The user database is where all the emission inventory data is stored. The section describes the structure of the database, how to change to another database, converting a database to an older HARP format, and upgrading a database.

# Database Structure

The user database is based on the California Emission Inventory Development and Reporting System (CEIDARS) database for source information. Source information contains the basic data on the facilities, stacks, devices, and processes that emit toxics and criteria pollutants into the air. There are two types of sources: point (facility) and areawide. Point sources are generally large sources that are individually identified in the database and have fixed locations, such as power plants or steel mills. Areawide sources are generally small sources that individually emit small quantities of pollutants but collectively result in significant emissions. Examples of areawide sources are smaller plants not accounted for in the point source inventory, and sources of emissions occurring over broad geographic locations, such as pesticide usage, applications of architectural coatings, and motor vehicle activity. In addition to point and areawide sources the user database also stores sensitive receptor information (e.g., schools and daycares).

Information generated and collected for point and areawide sources are stored in the tables listed below. For a detailed description of these tables and fields, see the CEIDARS Data Dictionary at <u>http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf</u>.

- **FACILITY** This table contains the name, address and Universal Transverse Mercator (UTM) of each emitting facility in CEIDARS. A combination of the county identification (ID), the facility ID, the airbasin code and the district code uniquely identifies a facility. These four fields together form the primary key for the table.
- **STACK** This table contains the pertinent stack parameters for all the facilities which have stacks. These parameters include stack height, flow rate, diameter, temperature and UTM coordinates of each stack. Not all facilities have stacks.

The primary key for the stack table consists of the county ID, facility ID, airbasin code, district code, and the stack ID.

- **DEVICE** This table contains the information identifying each device in a facility which has emitting processes. Each facility identified in the database should have one or more devices. Data stored in this table includes local device name, permit ID, and number of devices represented. The primary key to the device table is the county ID, facility ID, air basin code, district code and the device ID.
- **PROCESS** This table identifies all processes which emit pollutants. For point sources, each device identified in the database has one or more emitting processes. For area sources, each category of emissions is identified as a process. This file includes processing information such as monthly throughput, process rate, process descriptions, operating cycles, and stack ID (if the emissions from the process are vented to a stack). Processes and devices may emit pollutants directly to the ambient environment or they may be vented to a stack. Several devices and many processes may be vented to a single stack. The primary key to this table is the county ID, facility ID, air basin code, district code, device ID and the process ID.
- **EMISSION** This table contains the actual emissions for each emitting process. Each process emits one or more pollutants. For each pollutant emitted, the table carries information on the emission factors used, amounts emitted, methods of calculation and types and efficiency of control equipment used. The primary key to this table is the county ID, facility ID, air basin code, district code, device ID, process ID and the pollutant ID.
- **EXCESS** This table records the unplanned excess emissions, which may result from breakdowns, variances, or unusual occurrences. The primary key to this table is the county ID, facility ID, air basin code, district code, device ID, process ID, the pollutant ID, along with the type, year and quarter of the excess emissions.

The figure below is an illustration of how the tables are tied to each other in the database.



# i. Connecting to a User Database

By default, a user database is automatically created and associated to your project when the project is first created. To view the information (e.g., file location, version number) about your database, select **Tools\Database Utilities\Get Database Information** in the main menu.

le Name: C:\HARPDe	emo\HARPDemo.mdb
reation Time: 3/23/20	013 10:42:34 AM
ast Access Time: 3/2	3/2013 10:42:34 AM
ast Write Time: 3/20/	2013 1:21:52 PM
ze: 1.39 MB	
atabase version: I	Database CEIDARSTables 102012 mdb
sing Health Table: Hi	FAI TH201110
	Close
	Close

To change to a different database, click **Tools\Database Utilities\Change Database** in the main menu. You can also change the database using the **Project Panel**. See Section 4.c for more information.

A G V	dd Project to Zip Archive eoTranslator alidate a HARP CEIDARS 2.5 Transact	ion File	
D	atabase Utilities	•	Backup Database
C	reate a User-Defined List	•	Change Database
S	ettings		Compact and Repair Database SQL Viewer Get Database Information Upgrade Database Convert Database to and from HARP 1.4

# *ii.* Converting a Database

The user database in HARP 2.x is different from the previous versions of HARP (1.4x). You can upgrade an older HARP 1.4 database so it can be used with this program or vice versa.

To convert the older database, select **Tools\Database Utilities\Convert Database to and from HARP 1.4** in the main menu.

Source Database		Browse
Output Destination		Browse
	Convert to HARP 2x Database	
Downgrade the curre Output Destination	ent project database for use with HARP	1.4 Browse

In the **Source Database** area, click **Browse** and select the older HARP database. Next, choose the output destination and then click **Convert to HARP 2.x Database**.

To connect to the new database, refer to Section 6.a.i on how to change the database connection.

### iii. Backing Up a Database

To backup your database, select **Tools\Database Utilities\Backup Database** in the main menu and then browse to a location to save your database.

Organize 🔻 Nev	v folde	er				8≡ ▼	0
E Desktop	^	Name	^		Date modified	d i	Туре
Downloads Recent Places			No	items match you	ur search.		
📴 Libraries							
Documents							
J Music							
E Pictures							
Videos							
-	-	•		111			
File name:	HARP	DemoBackup324	2013.mdb				-
Save as type:	Micro	soft Office Acces	s (*.mdb)				•
Hide Folders					Save	Canc	el

#### iv. Compacting and Repairing a Database

If the database becomes corrupted, you can attempt to repair the database by selecting *Tools\Database Utilities\Compact and Repair Database* in the main menu.

You can also use this feature if your database file size is huge. This can occur when large amounts of data are deleted or modified. This feature will attempt to compact the database to decrease the file size.

his will compact and	repair the Database	e. Click Yes to	proceed.
	_		
		Yes	No

# v. Upgrading a Database

HARP 2.x updates may require you to update your project or user database. To upgrade the database, select **Tools\Database Utilities\Upgrade Database** in the main menu.

This feature will copy your data database will not be deleted. A prompted to open your new da	abase to the current database version. Your After you upgrade your database, you will be tabase.
Old Database Filename:	HARPDemo
New Database Filename:	
Current Database Version:	1
	Start

Enter a new filename for your database and click Start.

# b. CEIDARS Utility Tables

The HARP EIM contains a copy of the CEIDARS Utility Tables. These tables are used to assist with data entry and generating reports. As updates to these tables occur, the HARP EIM will store the previous versions in case an older emission inventory needs to be compared. For a detailed description of these tables and fields, see the CEIDARS Data Dictionary at <u>http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf</u>.

# c. Health Database

The health database contains pollutant health and pollutant specific (e.g., half-life) information. The health values listed in this database are approved for use in the Air Toxics "Hot Spots" Program for health risk assessments. For integrity purposes, this database is encrypted; however, the pollutant health information is available at <a href="http://www.arb.ca.gov/toxics/healthval/healthval.htm">http://www.arb.ca.gov/toxics/healthval/healthval.htm</a>.

The HARP EIM uses this database only for facility prioritization. See Section 7.d for more information on prioritization.

#### d. User-Defined Database

This feature is intended for advanced users or the reviewing authority (e.g., air district staff). This database allows you to use custom information in your project. This feature will allow you to add pollutants that are not part of the official list of pollutants in the CEIDARS Utility Database, custom health value information, and/or emission factors. In order to use this feature, you need to have Microsoft Access installed on your computer and extensive knowledge of the CEIDARS database structure and health risk assessment. The user-define database contains three blank tables. The tables include a pollutant table, health table, and an emission factor table. ARB will not maintain or be responsible for the content in these tables. If the user-defined database is used, the HARP EIM will document its use on all reports.

# i. Connecting to a User-Defined Database

By default, a user-defined database is created and associated to your project when a project is first created. To view the current settings for the user-defined database, select **Tools\Settings** in the main menu and then click the **User-Defined Database** tab.

User-Defined Database	7-Zip Program	n Access Log	
This feature allows you health table in lieu of th	to add user-defin e official health ta	ed pollutants or use a ble. <u>Click fo</u>	a user-defined
Connect to a another	database		
File Path: C:\HARPI	Demo\UDHARPD	emo.mdb	Browse
User-Defined Health T	able Options ed Health Table		
User-Defined Pollutant	Options		
Restore Pollutant	Table to Default	Add User-D to Poll	efined Pollutants utant Table
		OK	Cancel

To connect to a different database, click **Browse** and select the database.

and Defined Database			
ser-Defined Database	7-Zip Program A	ccess Log	
This feature allows you nealth table in lieu of th	to add user-defined e official health table	pollutants or use a <u>Click for</u>	user-defined
File Path: C:\HARP[	Demo\UDHARPDem	o.mdb	Browse
User-Defined Health T	able Options d Health Table		
User-Defined Pollutant	Options		
Restore Pollutant	Table to Default	Add User-De to Pollu	fined Pollutants tant Table

To use the user-defined health table, check Use User-Defined Health Table.

Jser-Defined Database	7-Zip Program Ad	ccess Log	
This feature allows you health table in lieu of th	to add user-defined p e official health table.	ollutants or use a <u>Click for</u>	user-defined
Connect to a another of	latabase		
File Path: C:\HARPE	Demo\UDHARPDemo	o.mdb	Browse
Use User-Define	d Health Table Options		
[	Table to Default	Add User-De	fined Pollutants
Restore Pollutant		to Poliu	

To add your user-defined pollutants to the CEIDARS Utility Database, click *Add User-Defined Pollutants to Pollutant Table*. This step must be repeated if the official pollutant table in the CEIDARS Utility Database is updated. To restore the pollutant table back to the default, click *Restore Pollutant Table to Default*.

Iser-Defined Database	7-Zip Program Av	ccess Log	
This feature allows you health table in lieu of th	to add user-defined p e official health table.	collutants or use a us	er-defined
Connect to a another	database		
File Path: C:\HARPI	Demo\UDHARPDemo	dbm.c	Browse
Use User-Define	ed Health Table		
Restore Pollutant	Table to Default	Add User-Defin to Polluta	ned Pollutants nt Table
			/
			<u></u>

## 7. USING THE EXPLORER SCREENS

The explorer screens allow you to quickly view the facility, areawide source, and receptor data in your database. Each data type has its own screen. With these screens, data can be filtered, sorted, deleted, and duplicated. You can also search for a specific record. In addition, you can select a single or group of facilities or areawide sources and view the reported emissions. This section describes how to use the explorer screens.

To access an explorer screen, click *Add/Edit Data* in the main menu and select one of the data types (i.e., *Facilities and Emission Data*, *Areawide (Regional) Source Data*, or *Receptor Data*). You can also double-click on one of the nodes under *Data* in the *Project Panel*.

#### a. Searching for a Record

You can search for a facility by typing in its facility ID or name in the textbox. To reset the search and display all results, click **Show All Records**.

Facility ID o	or Name Search:		0	Show All Re	cords Filter	Settings	
+ Add Re	cord 🛛 🛃 Edit Record 🔹 Duplicate Re	ecord 🗸 🗎	X Delete Reco	ord Emiss	ion Summary	Export List 🝷	
Facility ID	Facility Name	County	Air Basin	District	Year		
	PROSPECT PRODUCTS						
2001	PDQ REPAIR GUYS	37	SD	SD	2		
3000	DOUGS WHATNOT SHOP	37	SD	SD	2		
3001	STATE STREET MANUFACTURING	42	SCC	SB	2		
3002	ABC CHEMICAL	37	SD	SD	2		

scillty ID 0	r Name Search: a	bc			Shov	All Records	Filter	Settings	
- Add Red	ord 🛛 🛃 Edit Rec	ord Dupl	icate Record	X Delet	e Record	Emission Sur	mmary	Export List +	
cility ID	Facility Name	County	Air Basin	District	Year				
2	ABC CHEMICAL		SD	SD					

# b. Filtering Records

The explorer screens can be filtered to show records by reporting year and/or by county, air basin, and air district. When the filter settings are applied the settings will be saved to the project. Filter settings will always be applied until it is manually turned off by the user.

To filter the data, click on *Filter Settings*.

Enable Filte	r
ilter Criteria	
Filter by Rep	porting Year
eporting Year:	2 🔹
Filter by CO.	ABDIS
COABDIS	(m)
	# <b>A</b>
CO:	CO Filter OFF
AB:	AB Filter OFF
DIS:	DIS Filter OFF
6	Accept Changes

Enable the filter by checking *Enable Filter* and then select the filtering criteria.

Click Accept Changes to apply the filter settings.

# c. Sorting Records

Facility ID	or Name Search:		0	Show All Re	cords Filter	Settings
+ Add Re	cord 🛛 🚮 Edit Record 🗍 Duplicate Re	ecord •	X Delete Reco	rd Emiss	ion Summary	Export List +
Facility ID	Facility Name	County	Air Basin	District	Year	
1001	PROSPECT PRODUCTS					
2001	PDQ REPAIR GUYS	37	SD	SD	2	
3000	DOUGS WHATNOT SHOP	37	SD	SD	2	
3001	STATE STREET MANUFACTURING	42	SCC	SB	2	
3002	ABC CHEMICAL	37	SD	SD	2	

To sort the data, click on any of the column headers.

This screen shows that the facilities are now in alphabetical order.

Facility ID	or Name Search:		0	Show All Re	cords Filter	Settings	
+ Add Re	cord dit Record Duplicate R	ecord -	X Delete Reco	ord Emiss	ion Summary	Export List •	
Facility ID	Facility Name	County	Air Basin	District	Year		
3002	ABC CHEMICAL						
3000	DOUGS WHATNOT SHOP	37	SD	SD	2		
2001	PDQ REPAIR GUYS	37	SD	SD	2		
1001	PROSPECT PRODUCTS	37	SD	SD	2		
3001	STATE STREET MANUFACTURING	42	000	CD	2		
		42	SUC	38	2		
		42	300	38	2		

# d. Deleting Records

To delete data, highlight the records you wish to delete.

◆ Add Record       ☑ Edit Record       Duplicate Record       ✓ Delete Record       Emission Summary       Export List ▼         Facility ID       Facility Name       ▲ County       Ar Basin       District       Year         3002       ABC CHEMICAL       37       SD       SD       2         3000       DOUGS WHATINOT SHOP       37       SD       SD       2         2001       PDQ REPAIR GUYS       37       SD       SD       2         1001       PROSPECT PRODUCTS       37       SD       SD       2         3001       STATE STREET MANUFACTURING       42       SCC       SB       2		Facility ID	or Name Search:		0	Show All Re	cords Filter	Settings	
Facility ID     Facility Name     County     Air Basin     District     Year       3002     ABC CHEMICAL     37     SD     5D     2       3000     DOUGS WHATNOT SHOP     37     SD     SD     2       2001     PDQ REPAIR GUYS     37     SD     SD     2       1001     PROSPECT PRODUCTS     37     SD     SD     2       3001     STATE STREET MANUFACTURING     42     SCC     SB     2	Facility ID     Facility Name     ▲ County     Ar Basin     District     Year       3002     ABC CHEMICAL     37     50     5D     2       3000     DOUGS WHATNOT SHOP     37     SD     SD     2       2001     PDQ REPAIR GUYS     37     SD     SD     2       1001     PROSPECT PRODUCTS     37     SD     SD     2       3001     STATE STREET MANUFACTURING     42     SCC     SB     2	+ Add Re	cord 🛛 🛃 Edit Record 👋 Duplicate R	ecord -	X Delete Reco	ord Emiss	ion Summary	Export List •	
3002ABC CHEMICAL37SDSD23000DOUGS WHATNOT SHOP37SDSD22001PDG REALR GUYS37SDSD21001PROSPECT PRODUCTS37SDSD23001STATE STREET MANUFACTURING42SCCSB2	3002ABC CHEMICAL37SDSD23000DOUGS WHATNOT SHOP37SDSD22001PDQ REPAIR GUYS37SDSD21001PROSPECT PRODUCTS37SDSD23001STATE STREET MANUFACTURING42SCCSB2	Facility ID	Facility Name	County	Air Basin	District	Year		
3000DOUGS WHATNOT SHOP37SDSD22001PDD REPAIR GUYS37SDSD21001PROSPECT PRODUCTS37SDSD23001STATE STREET MANUFACTURING42SCCSE2	3000DOUGS WHATNOT SHOP37SDSD22001PDO REPAIR GUYS37SDSD21001PROSPECT PRODUCTS37SDSD23001STATE STREET MANUFACTURING42SCCSB2	3002	ABC CHEMICAL						
2001     PDQ REPAIR GUYS     37     SD     SD     2       1001     PROSPECT PRODUCTS     37     SD     SD     2       3001     STATE STREET MANUFACTURING     42     SCC     SB     2	2001     PDQ REPAIR GUYS     37     SD     SD     2       1001     PROSPECT PRODUCTS     37     SD     SD     2       2001     STATE STREET MANUFACTURING     42     SCC     SB     2	3000	DOUGS WHATNOT SHOP	37	SD	SD	2		
IDD1         PROSPECT PRODUCTS         37         SD         SD         2           3001         STATE STREET MANUFACTURING         42         SCC         SB         2	IDD1         PROSPECT PRODUCTS         37         SD         SD         2           3001         STATE STREET MANUFACTURING         42         SCC         SB         2	2001							
3001 STATE STREET MANUFACTURING 42 SCC SB 2	3001 STATE STREET MANUFACTURING 42 SCC SB 2	1001	PROSPECT PRODUCTS	37	SD	SD	2		
		3001	STATE STREET MANUFACTURING	42	SCC	SB	2		

Click *Delete Record* or push the *Delete* on the keyboard. You will be warned before the records are deleted.

ou are about to delet	a 3 records. Are you sure you want to proceed?
	Precords. Are you sure you want to proceed.
	<u>Y</u> es <u>N</u> o
### e. Duplicating Records

In the *Facility Explorer*, there are two ways to duplicate records. You can copy a single facility or copy an entire reporting year. This section describes several ways to copy facility data. The steps are similar on all explorer screens.

### Copy a Single Facility Record

To copy a single facility, select the facility in the *Facility Explorer* and select *Duplicate Record*\*Copy a Single Facility Record*.

Copy the record using a new particular second se	ew Facility	ID
Enter a unique Facility ID. The already been entered.	next availabl	e Facility ID has
New Facility ID 3003		
Copy the record into a new	v or existin	g Reporting Yea
Enter a new or existing Reportin Reporting Year has already been	g Year. The n entered.	next available
Enter a new or existing Reportin Reporting Year has already been Copy to Reporting Year	g Year. The n entered. 3	next available
Enter a new or existing Reportin Reporting Year has already been Copy to Reporting Year	g Year. The n entered. 3	next available

Select either to copy the record to the same reporting year using a new facility ID or copy the record into a new or existing reporting year.

For advance copy option, click *More Options*. This will allow you to copy parts of the facility record or create multiple copies of the same facility record.

	ng a new Facility ID	10100-00
Enter a unique Facility II already been entered.	). The next available F	acility ID has
New Facility ID	3003	
Copy the record into	a new or existing	Reporting Year
Enter a new or existing F Reporting Year has alread	Reporting Year. The ne dy been entered.	xt available
Copy to Reporting	Year 3	*
Uncheck the data that yo	want to exclude from	the new record
Supplemental Data	Process Dat	ta
Property Data	Emission	Data
	tes	
Create Multiple Duplica		
Create Multiple Duplica Multiple Duplicates Option	16	
Create Multiple Duplica Multiple Duplicates Option Duplicate facility	ns imes	
Create Multiple Duplica Multiple Duplicates Option Duplicate facility 1 1 The feature will automatic	ns imes ally use the next availa	ble Facility ID

### Copy all Facilities from One Year to Another Year

To copy all facilities from one reporting year to another, click **Duplicate Record\Copy All Facilities from One Year to Another Year**.

This feature will copy all facility reco Reporting Year into a new Reportin copy to an existing Reporting Year, existing data stored in that year.	ords from an existing ng Year. If you choos , then you will erase a	e to ny
Select an Existing Reporting Year	2 .	.]
Enter a new Reporting Year	4	]
Copy Re	cords Cance	

Select a reporting year to copy using the drop down box and then enter a new reporting year in the text box. Then click *Copy Records* to copy the records.

# f. Emission Summary

The explorer screens for the facility and areawide source data contain a feature to allow you to quickly see an emission summary of any facilities or areawide sources in your database.

To see the emissions for a single or group of facilities or areawide sources, select the records of interest and then click *Emission Summary*.

cord Edit Record Duplicate R						
	ecord -	X Delete Reco	rd Emissi	on Summary	Export List •	
Facility Name	County	Air Basin	District	Year		
ABC CHEMICAL		SD	SD	2		
DOUGS WHATNOT SHOP	37	SD	SD	2		
PROSPECT PRODUCTS						
STATE STREET MANUFACTURING	42	SCC	SB	2		
	Facility Name A ABC CHEMICAL DOUGS WHATNOT SHOP PDQ REPAIR GUYS PHOSPECT PRODUCTS STATE STREET MANUFACTURING	Facility Name     County       ABC CHEMICAL     37       DOUGS WHATNOT SHOP     37       PDQ REPAIR GUYS     37       PROSPECT PRODUCTS     37       STATE STREET MANUFACTURING     42	Facility Name     County     Ar Basin       ABC CHEMICAL     37     50       DOUGS WHATNOT SHOP     37     50       PDQ REPAIR GUYS     37     50       PROSPECT PRODUCTS     37     50       STATE STREET MANUFACTURING     42     SCC	Facility Name     County     Air Basin     District       ABC CHEMICAL     37     SD     SD       DOUGS WHATNOT SHOP     37     SD     SD       PDQ REPAIR GUYS     37     SD     SD       PROSPECT PRODUCTS     37     SD     SD       STATE STREET MANUFACTURING     42     SCC     SB	Facility Name     A County     Air Basin     District     Year       ABC CHEMICAL     37     SD     SD     2       DOUGS WHATNOT SHOP     37     SD     SD     2       PDQ REPAIR GUYS     37     SD     SD     2       PROSPECT PRODUCTS     37     SD     SD     2       STATE STREET MANUFACTURING     42     SCC     SB     2	Facility Name     County     Ar Basin     District     Year       ABC CHEMICAL     37     50     50     2       DOUGS WHATNOT SHOP     37     5D     SD     2       PDQ REPAIR GUYS     37     SD     5D     2       PROSPECT PRODUCTS     37     SD     SD     2       STATE STREET MANUFACTURING     42     SCC     SB     2

A new window will appear displaying an emission summary of the facilities you selected.

F	1001 PROS	PECT PRODUCTS- Emission	n Summary for Year 2	
8	Pollutant ID	Pollutant Name	Annual Emissions	
	10024972	Ammonia Nitrous oxide	15   0	
N				
	Number of Re	cords: 2		

# 8. FACILITY DATA ENTRY SCREEN

All facility data are edited in the *Facility Data Entry Screen*. To access the *Facility Data Entry Screen*, select *Add/Edit Data\Facility and Emission Data*. This will open the *Facility Explorer*. Click *Edit* in the *Facility Explorer* to open the *Facility Data Entry Screen*. The *Facility Data Entry Screen* will be displayed as a separate window from the HARP EIM main screen. The remainder of this section further describes the user interface, data fields, and how to add data.

### Record Navigation (Left Panel)

The data in the *Facility Data Entry Screen* are bound to the *FACILITY*, *BLG*, *BLGPNT*, *PROP*, *PROPNT*, *STACK*, *DEVICE*, *PROCESS*, *EMISSION*, and *S\_UP* tables in the user database. These tables are tied together for a specific facility using a unique ID consisting of a facility ID (FACID), inventory year (YEAR), and COABDIS (County, Air Basin, District). Since this relationship is complex, record navigation feature is available on the left panel of the screen. This panel allows you to easily navigate to different sections of a facility and emission record.

- Facility ID	Facility Identification			
- Facility Address & Location	Facility Name A	BC CHEMICAL		
- Building & Property Dimensi	Composite Reco	rd Key Fields		
<ul> <li>Release Data (2)</li> <li>Device Data (1)</li> </ul>	Reporting Year	2		
- Process Data (2)	Facility ID	3002	ID	
- Toxics (10)	County	SAN DIEGO	37	
- Criteria (2) - Other (0)	Air Basin	SAN DIEGO	SD	
- Area Designation	District	SAN DIEGO COUNTY APCD	SD	
	Description IN North American NAICS Description	ORGANIC PIGMENTS		
	EPA Facility F	Registry System ID roject ID (GEOID) 0002_37_SD_SD_3	002	

When a node is clicked on, the associated data fields are displayed in the right side of the screen.

dialace Frevious Record	Next Record	Go To Settings		
-Facility ID	Facility Identification	nICAL   Year: 2		
- Facility Address & Location - Contact & Employee Info	Facility Name A	BC CHEMICAL		
- Building & Property Dimensi - Release Data (2)	Composite Reco	ord Key Fields		
- Device Data (1)	Reporting Year	2		
- Process Data (2)  - Emission Data	Facility ID	3002	ID	
- Toxics (10)	County	SAN DIEGO	37	
- Criteria (2) Other (0)	Air Basin	SAN DIEGO	SD	
Area Designation     Supplemental Data (0)     Priorty Calculation     Fees & Reporting     Additional Info     Last Updated	District	SAN DIEGO COUNTY APCD	SD	
	Standard Indus SIC 21 Description IN	trial Classification (SIC) 816 (MAICS to S IORGANIC PIGMENTS	SIC	
	North American	Industrial Code System (NAICS)		
	NAICS Description	SIC to NA	CS	
	EPA Facility F Special F	Registry System ID Project ID (GEOID) 0002_37_SD_SD	)_3002	
cord Navigation 0 War (				

When a node is clicked on for data that can contain multiple records (e.g., release data), the right panel will list the available records.

Facility ID	Release Data				
Facility Address & Location Contact & Employee Info	Add Release Release List	Edit Delete Ir	nport Duplicate	Change Release ID	
Building & Property Dimensi	ID	Name	Source_Type	Last_Updated	
Device Data (1)	1				
- Process Data (2) - Emission Data	2	STK2	POINT	12/2/2003	
Prioty Calculation Frees & Reporting Additional Info Last Updated					

The individual records on the list can be accessed by either double-clicking on a specific record or selecting *Edit*.

caitina Pacility - 11): .	3002   ABC CHEMICAL   Year	2	Palazza logita Attivity at Lt.
Facility 7     Folicity 1       Facility 10     Folicity Address & Location       Contract & Employee 1/rio     Employee 1/rio       Device Data & Employee 1/rio     Device Data (1)       Device Data (1)     Device Data (2)       Device Data (1)     Device Data (2)       Device Data (2)     Device Data (2)       Device Data (2)     Device Data (2)       Periode Data (2)     Device Data (2)       Periode Data (2)     Device Data (2)       Priode (2)     Device Data (2)       Device Data (2)     Device Data (2)       Device Data (2)     Device Data (2)       Priode (2)     Device Data (2)       Priode (2)     Device Data (2)       Priode (2)     Device Data (2)       Device Data (2)     Device Data (2)       Device Data (2)     Device Data (2)       Priode (2)     Device Data (2)       Priode (2)     Device Data (2)       Device Data (2)     Device Data (2)       Device	3002 JABC CHEMICAL   Year: Release Data Add Release Edit Delete   Release Lat 1 STK1 2 STK2	2 Import Duplicate Change Release ID Source_Type Last_Updated POINT 12/2/2003 POINT 12/2/2003	Release Inputs       Additional Information         Release Type       Type         Type       POINT (STACK)         Release Name (optional)       STK2         Release Location (Geographical Location)       X (East)         X (East)       475.03 kilometers         Set to Facility Origin       Y (North)         3633.26 kilometers       Coordinate System Type         Datum       NAD27-North American Datum 1927         Datum       NAD27-North American Datum 1927         Spheroid       Clarke 1865         Zone       11         Release Height (ft)       30         Bevation (ft)       264         Stack Diameter (ft)       20         Gas temperature (ft)       100         Gas forw (ft'3/mn)       94
< <u> </u>			Gas velocity (ft/min) 30

# Facility Menu Descriptions

Name	Description
File\Add Facility	Adds a new facility record
File\Save Record	Saves the record
File\Import Facility Data\Import Tabular	Imports data from an Excel file. See Section 15.c for more
Data using an Excel File	information
File\Close	Closes the Facility Data Entry Screen
Edit\Delete Record	Deletes the current record
Edit\Change Facility Key Fields	Change facility primary key fields, e.g. year, FACID, CO/AB/DIS
Previous Record	Moves to the previous record
Next Record	Moves to the next record
Go To	Go to specific facility record
Settings	Sets default values to apply to new records

### Facility Data Field Descriptions

The following is a description of the data fields on the facility editing windows.

Facility Name The descriptive name of a facility. The name can be any alphanumeric string up to 60 characters long.

Facility ID A positive integer ID, up-to nine digits which uniquely identifies each facility within a particular COABDIS. A facility ID must be specified at the time a facility is added to the database. After that it cannot be changed.

County Name	The name of a county containing each facility. The county name is taken automatically from the COABDIS table.
County ID	A positive integer ID, up-to two digits which uniquely identifies a county. A county ID must be specified when a facility is added to the database and must correspond to one of the counties in the COABDIS table.
Air Basin	A two- or three-character field that uniquely identifies an air basin. An air basin must be specified when a facility is added to the database and must correspond to one of the districts in the COABDIS table.
Air Basin Name	The name of the air basin containing a facility. An air basin must be specified when a facility is added to the database. The air basin name is taken automatically from the COABDIS table.
District	A two- or three-character field that uniquely identifies a district. A district must be specified when a facility is added to the database and must correspond to one of the districts in the COABDIS table.
District Name	The name of a district containing each facility. The district name is taken automatically from the COABDIS table.
Address	Street address where facility is located.
City	City where facility is located.
Zip	Facility Zip code.
Zip Ext.	Facility Zip code extension.
Area Code	Facility telephone area code.
Toxic Program Status	Fee category – this field indicates which category a facility is under. Click on the down arrow to see a list of toxic program status for the facility.
Year of Emission Data	Year in which emissions were estimated.
Year of Risk Data	Year in which risk data were estimated.
Updating Code	Code indicating HARP emissions were updated. Click on the down arrow to see a list of updating codes.
CERR	Consolidated Emissions Reporting Rule. Code indicating which type of the CERR program a facility is classified.
Forecasting	This field is used to indicate whether a facility is used for forecasting purposes. A value of N indicates that this is an NSR facility. Press the button labeled <i>Forecasting</i> to change the value of this field.
CHAPIS	A check in this field indicates the facility is a CHAPIS facility.
Small Commercial	A check in this field indicates the facility is a small commercial facility.
Maintained by Districts	A check in this field indicates the facility is agreed to be maintained by districts.
Location only	A check in this field indicates this facility only update its location only.
SIC	Source Industrial Code. This is the main activity of the facility.
NAICS	North American Industrial Classification Code. This code will eventually replace the SIC.
Location – East	X_USERCOORD: East to West coordinate provided by the facility.
Location – North	Y_USERCOORD: North to South coordinate provided by the facility.

Coord_system	Coordinate system used. The coordinate system should be specified to define coordinates.
Datum	Datum used. The datum should be specified to define coordinates.
Spheroid	Shape used for ellipsoidal earth. The spheroid should be specified to define coordinates.
Person	Name of the phone contact person for each facility.
Area Code	Three-digit area code phone number.
Phone	Seven-digit facility phone number.
# Employees	Number of employees at the facility.
AIRS AQCR	Air Quality Control Region
Co. Name	Company name. This can be either the parent company of the facility or the facility itself.
Address (Mailing)	Street-mailing address of a facility. If the mailing address is the same as the facility address, it can be copied from the facility address on the facility-editing window by pressing the button labeled <b>Copy Facility Address</b> .
City (Mailing)	City where facility is located for mailing purposes. If the mailing address is the same as the facility address, it can be copied from the facility address on the facility-editing window by pressing the button labeled <b>Copy Facility Address</b> .
Attention	Facility contact person for mailing purposes. If the mailing address is the same as the facility address, it can be copied from the facility address on the facility-editing window by pressing the button labeled <i>Copy Facility Address</i> .
FRS_ID	Facility Registry System ID. This field is uniquely assigned by the federal EPA for each facility and is used across different media such as municipal waste and water pollution.
Special Project ID	GEOID for ARB used only.
SO2 Designation	Area designation for S02. Allowable values are: A (attainment), N (non-attainment), T (non-attainment, transitional), U (unclassified). Press the button labeled <b>S02 Designation</b> to select an allowable value from a list.
PM Designation	Area designation for particulates. Allowable values are: A (attainment), N (non-attainment), T (non-attainment, transitional), U (unclassified). Press the button labeled <i>PM Designation</i> to select an allowable value from a list.
OZ Designation	Area designation for Ozone. Allowable values are: A (attainment), N (non- attainment), T (non-attainment, transitional), U (unclassified). Press the button labeled <b>OZ Designation</b> to select an allowable value from a list.
NO2 Designation	Area designation for N02. Allowable values are: A (attainment), N (non- attainment), T (non-attainment, transitional), U (unclassified). Press the button labeled <b>N02 Designation</b> to select an allowable value from a list.
CO Designation	Area designation for CO. Allowable values are: A (attainment), N (non- attainment), T (non-attainment, transitional), U (unclassified). Press the button labeled <b>CO Designation</b> to select an allowable value from a list.
Subco. ID	Facility sub-county identifier. If this is entered, it must correspond to one of the subcounty codes in the SUBCO table. You may select a value from a list by pressing the button labeled <b>Subco. ID</b> .
Rec. Proximity	This is the distance from the facility to the nearest receptor for the purpose of calculating facility priority score. You may enter a value directly into the box of

	the facility-editing window or press the button labeled <b>Rec. Proximity</b> to have HARP calculate it. Calculation of receptor proximity requires that you have already entered facility stack data and property boundary data.
Priority Multiplier	A factor that is used to adjust the prioritization score at a facility. This could be used to increase a facility score if a facility, for example, emits multipathway pollutants or has receptors that are closer than 50 meters.
District FACD1	Reserved for district use.
District FACD2	Reserved for district use.
Toxic Program Phase	Phase at which a facility was brought into HARP. Must be one of the following: P1 (first phase, >=25 TPY), P2 (second phase, >= 10 TPY and <25 TPY; P3 (third phase, <10 TPY). Click the down arrow to view and then choose the correct toxic program phase for the facility.
Industry Wide	This field indicates whether a facility is included in the industry-wide emissions data. Allowable values are: Y (included in industry-wide) and N (not included in industry wide).
Priority for Risk	This field indicates the priority of a facility for risk assessment. Allowable values are: H (high priority), L (low priority) or I (intermediate priority). Press the button labeled <i>Priority for Risk</i> to change the value of this field.
Exemption Status	Reason for facility to be exempted from the Air Toxics Hot Spots program.
Small Business	Indicates whether facility is a small business.
Year of Prioritization	Indicates the reporting year when the prioritization score was estimated.
Number of SCC used	Indicates the number of SCC used at the facility. This field is used to classify a facility for fee purpose.
HRA Cancer	Health Risk Assessment, cancer potency number calculated for the facility.
Chronic HI	Chronic hazardous index (HRA) score calculated for the facility.
Acute HI	Acute hazardous index (HRA) score calculated for the facility.
Last Update	The data when this record was last modified. For facility records, this field is updated whenever any subordinate record is updated. Subordinate records are devices, processes, emissions or stacks that belong to the facility.

### a. Building & Property Dimensions

Building and property dimensions are necessary for air dispersion analysis, facility prioritization, and health risk assessment. This data is entered relative to the facility origin. When building and property data are entered, the data is displayed graphically in the *Facility Data Entry Screen*.

To access building or property data for a facility, click the **Building & Property Dimensions** node in the left panel.



To access the full building or property record, double-click on a record.

Note: There is a limitation for the buildings' tier level: when entering building information to the program, all buildings' tier level must start with the same number (e.g. 1).



# Menu Descriptions

Name	Description
Building Data\Add Building	Adds a new building
Building Data\Delete	Deletes the selected building
Building Data\Edit	Edit the selected building
Property Data\Add Property	Adds a new property
Property Data\Delete	Deletes the selected property
Property Data\Edit	Edit the selected property
Chart Options\Show Coordinates in UTM	Toogles between UTM or relative coordinates on the chart
WGS84	
Chart Options\Show Building Data	Shows or hides building data on the chart
Chart Options\Show Facility Origin	Shows or hides the facility origin on the chart
Chart Options\Show Property Data	Shows or hides property data on the chart
Chart Options\Show Labels	Shows or hides building and property names on the chart
Chart Options\Print Chart	Prints the chart
Export to a KML file	Exports the chart to a KML file
Pan	Pan the chart using the mouse
Mouse Zoom	Zoom into a selected area using the mouse
Zoom Out	Zoom out of the chart
Resize Plot	Drag the x or y axis to resize the chart
Auto size	Automatically resizes the map
Import CSV File	Import a CSV file of Lat\Lon coordinates in WGS 84

#### b. Release Data

A release is where the emissions are released into the atmosphere. The release is also defined as an emission release point; therefore, every process must have an associated release, whether it is a point, area or volume source, or an open pit. You need to assign a *Release ID* and associate it with every process within your facility. Depending on the release type, the associated release parameters should be provided. The following section describes the menu options and data fields for the release window.

The release data are stored in the **STACK** table of the user database. To access the release data for a facility, click the **Release Data** node in the left panel of the **Facility Data Entry Screen**. The **Facility Data Entry Screen** will display a list of releases that are tied to the facility. This list may be sorted by clicking on a column.

Facility ID	Release Data				
Facility Address & Location Contact & Employee Info	Add Release Release List	Edit Delete	Import Duplicate	Change Release ID	
Building & Property Dimensic Belease Data (2)	ID	Name	Source_Type	Last_Updated	
Device Data (1)	1	STK1	POINT	12/2/2003	
Process Data (2)	2	STK2	POINT	12/2/2003	
- Toxics (10) - Criteria (2) - Other (0) Area Designation Supplemental Data (0) Priority Calculation Frees & Reporting Additional Info Last Updated					

To access the full release record, double-click on a record or highlight a record on the list and select *Edit*.



# Menu Descriptions

Name	Description
Add Release	Adds a new record
Edit	Edit the selected record
Delete	Deletes the selected record
Import\Import Tabular Data using an Excel	Imports data from an Excel file. See Section 15.c for more
File	information
Duplicate	Duplicates the selected record
Change Release ID	Changes the release ID

### **Field Descriptions**

The following is a description of the data fields in the release window.

Certain parameters listed below are specific to the type of release point. For example, temperature and velocity only apply to point sources. Only the input variables that apply to the selected release type are shown on the window.

Stack Name	The descriptive name of a stack. This may be any string up to 60 characters.
Elevation	Elevation of the base of a stack in feet – distance above sea level.
Release Height	Stack height in feet, from the base of the stack.
Stack Diam	Stack diameter at exit in feet.
Temperature	Actual gas temperature as exit in degrees F. Must be a number between 50 and 2,500.
Rate	Actual gas flow rate in cubic feet per minute (CFM).
Calculate Rate	When you press this button, HARP calculates and displays the gas

(button)	flow rate from the velocity and stack diameter.
Calculate Velocity (button)	When you press this button, HARP calculates and displays the gas exit velocity from the flow rate and stack diameter.
Velocity	Actual gas velocity at exit in ft/min.
East	East to West coordinate of the stack.
North	North to South coordinate of the stack
Release Type	Type of release: point, volume, area, or open pit.
Width of vol. Source (Lateral Dimension)	Corresponds to the parameter SYINIT for a volume source. Refer to the ISC documentation, Volume II.5, Table 1-6. Note: In HARP, the user must divide the width of the volume source by the appropriate factor (e.g., 4.3), and then enter the quotient into HARP.
Height of vol/area source (Vertical Dimension)	Corresponds to the parameter SZINIT for an area source. Refer to the ISC documentation, Volume II.5, Table 1-6. Note: In HARP, the user must divide the height of the source by the appropriate factor (e.g., 2.15), and then enter the quotient into HARP.
X width of area/pit source	Corresponds to the parameter XINIT for an area or open pit source. Refer to the ISC documentation.
Y width of area/pit source	Corresponds to the parameter YINIT for an area or open pit source. Refer to the ISC documentation.
Angle of area/pit source	Corresponds to the parameter ANGLE for an area or open pit source. Refer to the ISC documentation.
Volume of open pit	Volume of an open pit source. Refer to the ISC documentation.
IsDefault	Are any values in the stack data defaulted?
Last Update	Date any stack data are updated.

### c. Device Data

A device is a piece of equipment used in any process, such as a boiler used in a distillate oil combustion process or a paint booth used in a painting process. A facility can have many devices, each identified by a positive integer, up to six digits. A device can have up to 99 processes, each identified by a process ID (PROID). For example, a boiler can burn distillate oil at one time and residual oil at another time. Therefore, one process can be classified as a distillate oil combustion process while another is a residual oil combustion process. The following section describes the menu options data fields for the device window.

The device data are stored in the **DEVICE** table of the user database. To access device data for a facility, click the **Device Data** node in the left panel of the **Facility Data Entry Screen**. The **Facility Data Entry Screen** will display a list of devices that are tied to the facility. This list may be sorted by clicking on a column.

Eacity ID	Device Data	LINCALITED			
Facility Address & Location     Contact & Employee Info	Add Device Device List	Edit Delete	Import Duplicate	Change Device ID	
Building & Property Dimensi     Belease Data (2)	ID	Name	Permit_ID	Last_Updated	
- Device Data (1)	1				
- roces (u) - Orteria (2) - Orteria (2) - Area Designation - Supplemental Data (0) - Finity Calculation - Fees 8 Reporting - Addisonal Hro - Last Updated					

To access the complete device record, double-click on a record or highlight a record on the list and select *Edit*.

Huu Jave	Delete	Previous Next	C	Llose
ast Update	12/2/2003	12:00:00 AM		
Device ID			1	]
ocal name of this	device	DEVICE1		
local Permit ID		PERMIT20	051	
Number of Device	is		1	Equip Confidential
Equipment				Geographical Location
Output Capacity	(MW)			Sub-county Identifier
Size				Section
		-		Teursehin
Units Code				
Type Code		<b>#</b>		Range •
Reserve for Distr	ict Use			
DEVD1				
DEVD2				
Comments on De	vice Inform	ation (District Ontion		
		and a second option	·	

# Menu Descriptions

Name	Description
Add Device	Adds a new record
Edit	Edit the selected record
Delete	Deletes the selected record
Import\Import Tabular Data using an Excel	Imports data from an Excel file. See Section 14.c for more
File	information
Duplicate	Duplicates the selected record
Change Device ID	Changes the Device ID

# Field Descriptions

When you add a new device or edit an existing device record, the names and IDs of the facility, county, air basin, and district are automatically set to the same values as the facility that contains that device. The following is a description of the other data fields on the device-editing window.

Device Name	The descriptive name of a device. The name can be any alphanumeric string up to 40 characters long.
Device ID	A positive integer ID (up-to-six digits) which uniquely identifies each device within a particular facility and COABDIS. A device ID must be specified at the time a device is added to the database. After that it cannot be changed.
Permit ID	Local permit ID.
No. Devices	Number of devices represented by this record. If there are exactly the same types of devices at the facility, write the number of devices here and aggregate processes and emissions for these devices.
Section	Section location of this device. Must be an integer number from 1 to 36.
Township	Township location of this device. Must be an integer number from 1 to 50
Township Base	Township base. Must be one of the following values: N (north), S (south). Press the button labeled <i>Township Base</i> to change the value of this field.
Range	Range location of this device. Must be an integer number from 1 to 50
Range Base	Range location base for this device. Must be one of the following values: E (east), W (west).
Subcounty ID	Device subcounty identifier. If this is entered, it must correspond to one of the subcounty codes in the SUBCO table. You may select a value from a list by pressing the button labeled <b>Subcounty ID</b> .
DEVD1	An alphanumeric field of up to forty characters, reserved for district use.
DEVD2	An alphanumeric field of up to forty characters, reserved for district use.
Equipment Size	A numerical value of the equipment size ranging from 0 to 999999.9. The units of measurement depend on the value of Equip. Size Units.
Equip. Size Units	Equipment size units code. This is an integer number that must be taken from the EQSIZEUNIT table. This field is to be used in the future. It is recommended that this field be left blank for the time being.

Equipment Type	Equipment type code. This is an integer number that must be taken from the EQTYPE table. This field is to be used in the future. It is recommended that this field be left blank for the time being.
Eq. Size Confid.	Equipment size confidential flag. Allowable values for this field are: Y (equipment size is confidential), N (equipment size is not confidential).
Output Capacity	Device output capacity in megawatts. Any number up to 9999.99 is valid. This field is designed to store a device output capacity at any power plant.

#### d. Process Data

A process can be defined as an activity at the device or equipment. For example, an activity can be an incineration, soldering, painting, or plating process. The HARP EIM identifies processes using PROID. As mentioned in section 8.c, a device can have as many as 99 processes, each identified by a PROID. The following section describes the menu options and data fields for the process window.

Process data are stored in the **PROCESS** table of the user database. To access the process data for a facility, click the **Process Data** node in the left panel of the **Facility Data Entry Screen**. The **Facility Data Entry Screen** will display a list of processes that are tied to the facility. This list may be sorted by clicking on a column.



To access the complete process record, double-click on a record or highlight a record on the list and select *Edit*.

d Save Delete Previous N	lext	Tools	Close						
entification and Description				Descri	ption				
Last Updated					SIC DI				2816
Device ID	1			INO	RGANIC	PIGMEN	ITS		
Process ID	1			_					
Process Description	1			S	CC ]			3010	3599
Confidential				CHE	MICAL I	MFG			
Forcast				REIC		N/A			
Delivere (D)				PR	O Rate	Origin Co	de		
neease IV	-		_	Proce	ss Rate	Reliability			
NAICS	SK	C to NAIC	S	Suffie	Context	(%)		_	-
				PRO	D1 (distri	ct use on	м		-
tes				0000	00.68				
SCC Units TONS PRODUCED					P2 (distri	ct use on	3		
Process Rate (SCC Units/Yr)			1000	Operating Hrs/Day					
Maximum Design Rate (SCC Units/hr)			1	Operating Days/Wk					
Date of Last Process Rate Update				Opera	sting We	eks per 1	(ear		
Changed by Agency/Person				Year	of emissi	on estima	te		
Maximum Hourly Process Rate (SCC Uni	ts/hr)		1	Heat	(MBtu/S	(CC unit)			
Process Rate Output (MW-Hr)				Fuel a	ash cont	ent (wt %	)		
ment annual throughout hu month									
JAN FEB MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Uniform 8.3 8.3 8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3	8.3
mments on Process Information (District	option)								
						Is Def	auit	S1	
Hadmann Hoday ritoess hale (SCC of Process Rate Output (MW+Hy) crent annual throughput by month JAN FEB MAR Uniform 8.3 8.3 8.3 mments on Process Information (District	APR 8.3 option)	MAY 8.3	JUN 8.3	Fuel a	AUG 8.3	SEP 8.3	OCT 8.3 ault	NOV 8.3 S1	DE 8

### Menu Descriptions

Name	Description
Add Process	Adds a new record
Edit	Edit the selected record
Delete	Deletes the selected record
Import\Import Tabular Data using an Excel	Imports data from an Excel file. See Section 15.c for more
File	information
Duplicate	Duplicates the selected record
Change Process ID	Changes the Process ID

#### **Process Data Field Descriptions**

When you add a new process or edit an existing process record, the names and IDs of the facility, county, air basin, district, and device are automatically set to the same values as the device that contains that process. The following is a description of the other data fields on the process window.

Process Name
 The descriptive name of a process. The name can be any alphanumeric string up to 60 characters long.
 Process ID
 A positive integer ID, up to two digits, which uniquely identifies each process within a particular facility, device and COABDIS. A process ID must be specified at the time a process is added to the database. After that it cannot be changed.
 Confidential
 This flag field identifies whether the process is confidential. Allowable values for this field are: Y (process data is confidential), N (process data is not confidential). A "Y" on this field signifies that other related data such as emission factor and design rate are confidential and will not be released outside of the Air Resources Board.

Forecast	Process specific forecast indicator. Domain for this field is N for new source review (NSR) and null. An "N" indicates that the process is a NSR process related for forecasting purpose.				
Stack	The ID of the stack to which this process is physically connected. The ID must correspond to one of the stacks already defined for the facility. Press the button labeled <i>"Release ID"</i> to select from a list of valid stacks. <i>It is important that each process be associated with a stack.</i>				
SCC Units	SCC units are automatically set when the SCC is chosen. This field is taken directly from an SCC table and the user does not need to enter it.				
Process Rate	This is the process rate in SCC units. If this field is entered, along with the emission factor, annual emissions for the process will be calculated.				
Max Design Rate	Maximum design rate.				
Date Process Rate Last Changed	Date on which the process rate field in the database was last changed. This is automatically updated by HARP.				
Changed by Agency/Person	The person who last changed the process rate in the database. This is automatically updated by HARP using the initials that you enter when you log onto the system.				
Unreconciled Process Rate	Unreconciled areawide source process rate. This only applies to areawide sources.				
Max. Hourly Process Rate	Maximum hourly process rate in SCC units per hour. The greatest operating rate that would be expected for the source in a one-hour period.				
SIC	This is the standard industrial classification code that best describes the industrial activity at the process level. Press the button labeled SIC to select from a list of valid codes. <i>This is a "not null" (required) field in HARP and therefore must be entered by the user.</i>				
SCC	This is the process source classification code (SCC) which closely corresponds to a process. Press the button labeled SCC to select from a list of valid codes. <i>This is also a "not null" (required) field in HARP and therefore must be entered by the user.</i>				
EIC Code	This field is an Emission Inventory Code (EIC) for areawide sources. HARP generates this Code when a process ID is chosen. Areawide sources should already have been populated with previous emission inventory data. You cannot add an areawide source category. Contact the ARB for assistance if you need to create an EIC.				
EICSUMN	This field describes the summary of the areawide source for the EIC and is computer generated.				
EICSOUN	This field describes the source of the areawide source for the EIC and is computer generated.				
EICMATN	This field describes the material used in the EIC and is computer generated.				
REIC	This is the reconciled EIC code used by the ARB to reconciled emissions between areawide and point sources. If the entered SIC/SCC combination is valid, a REIC will display. If it is not and you strongly believe it is a valid combination, the ARB will assign a valid code for it. This code is displayed from the <i>category</i> table for your information.				
Process Rate Origin Code	This field is to be used in the future.				

Process Rate Reliability	Process rate reliability. This must be an integer number of no more than 3 digits.
Sulfur Content	Fuel sulfur content expressed as a percentage and is only applicable to liquid fuel such as distillate or residual oils. This field must be between 0.0 and 3.0.
Spatial Distribution Parameter	This field is numerical spatial distribution parameter and is applied only to areawide sources.
PROD1	This is an alphanumeric field of up-to-forty characters reserved for district use.
PROD2	This is an alphanumeric field of up-to-forty characters reserved for district use.
Operating Hrs/Day	Code used to specify number of operating hours per day. Press the button labeled <i>Operating Hrs/Day</i> to select from a list of valid codes.
Operating Days/Wk	Code used to specify number of operating days per week. Press the button labeled <i>Operating Days/Wk</i> to select from a list of valid codes.
Operating weeks per year	Number of operating weeks per year.
Agency Making Areawide Source Estimate	This is an alphanumeric field of up to six characters identified the name of the agency making the areawide source estimate and is applied to areawide sources only.
Year of Emission Estimate 1980 ar	Year in which the process/emission estimate was made. Must be between ad the current year.

#### e. Emission Data

For clarity purposes, toxics and criteria pollutants are now displayed separately in the HARP EIM. To address pollutants that do not meet the toxics or criteria definition, a new pollutant category called "other" has been added. "Other" pollutants consist of non-regulatory pollutants, greenhouse gases, and user-defined pollutants. The following section describes the menu options and data fields for the emission data window.

Emission data are stored in the *EMISSION* table of the user database. To access a summary emission data for a facility, click the *Emission Data* node in the left panel of the *Facility Data Entry Screen*.

Facility ID	Emission Summary			
- Facility Address & Location	Pollutant ID	Pollutant Name	Annual Emissions	
- Contact & Employee Info	1016	Arsenic compounds (inorga	1.2	
Building & Property Dimensic	11101	Particulate Matter	0.15	
- Release Data (4)	50000	Formaldehyde	1	
Process Data (1)	51796	Urethane	225	
Emission Data	75092	Methylene chloride {Dichlor	0.5	
- Toxics (10)	85101	Particulate Matter 10 Micro	0.135	
- Criteria (2)	1746016	2,3,7,8-Tetrachlorodibenzo	1E-08	
-Other (0)	7664417	Ammonia	100	
Area Designation	7782505	Chlorine	1200	
Supplemental Data (0)	35822469	1,2,3,4,6,7,8-Heptachlorodi	1E-08	
- Priority Calculation	72918219	1,2,3,7,8,9-Hexachlorodibe	1E-08	
- Fees & Reporting				
Additional Info				
Last Updated				

When the **Toxics**, **Criteria**, or **Other** nodes are clicked, the **Facility Data Entry Screen** displays a list of emissions that are tied to the facility. The list can be sorted by column and filtered by device and/or process ID.

Editing Facility - ID: 30	002   ABC CHE	MICAL   Year: 2	2			
Facility ID	Emission Data (Tox	cics)				
- Facility Address & Location	Add Emission	Edit Delete	Import Tools			
Contact & Employee Info     Building & Property Dimensic     Release Data (4)	Filter by Device Pollutant List	ID: 1 🔹	and/or Process ID	): 1 🔹 🗸	Reset	
- Device Data (1)	Poll_ID	Pol_Name	AnnualEms	HrMaxEms	DEV_ID	PRO_ID ^
- Process Data (2)	1016	As cmpd(inorg)				2
- Toxics (10)	1016	As cmpd(inorg)	0.7	0.001	1	1
Criteria (2)	50000	Formaldehyde	1	0.01	1	1
- Area Designation	51796	Urethane	225	0.4	1	1
Supplemental Data (0)	75092	Methylene Chlor	0.5	0.01	1	1
- Fees & Reporting	1746016	2.3.7.8-TCDD	1E-08	1E-10	1	1
Additional Info	7664417	NH3	100	1	1	1
Last Opdated	7782505	Chlorine	1200	6	1	1
	35822469	1-4,6-8HpCDD	1E-08	1E-10	1	1
ecord Navigation 0 Wan	~		15.00	15.10		•

To access the complete emission record, double-click on a record or highlight a record on the list and select *Edit*.

add Save Delete Previ	ous Next Close				
ast Updated		Device ID	1	History	
Pollutant ID 1016		Process ID	2	Last EMS Update	3/29/2002 12:0
ollutant Name Arsenic compou	nds (inorganic)			Person changing	
Control Devices		Emissions			
Primary Control		Maintained by District		Fraction	
		UnRec. EMS (area tpy)		Calc. Hac. ROG, PM I	
Secondary Control		Annual EMS (he (a)	0.5	Frac. ROG, PM10	
Control Efficiency (Percent)		Annual EMS (IDS/yr)	0.5	Calc. Frac.VOC, PM 2.	5
Forecasted		Calculated Annual EMS	1	Frac.VOC, PM 2.5	
Emission Factors		Hr Max EMS (bs/hr)	0.001	Dis Frac. PM 1.0	
Process Rate (SCC Units/year)	1	Calculated Hourly EMS	10	Load Lleer Defin	ed Fractions
Uncontrolled EMS Factor		Excess EMS		Lood Oser-Deni	BO FIGGIONS
EMS Eactor	1 (4)	Potential		Compute emissions	
				Calculate EMS C	alculate EMS
EMS Factor Last Update		EMS Calc. Method		trom P'M	from PMT0
Reason for Change				Estimation status (CR	FLAG)
Person changing		Excess Informatio	n		
EMS Fact Origin					
EMS Factor Reliability					
Memo					

# Menu Descriptions

Name	Description
Add Emission	Adds a new record
Edit	Edit the selected record
Delete	Deletes the selected record
Import\Import Tabular Data using an Excel	Imports data from an Excel file. See Section 15.c for more
File	information
Tools\Unlock Emission Cells for Editing	Unlocks the cells for editing
Tools\Save Edited Emissions Cells	Saves the changes back to the database

#### Field Descriptions

When you add a new emission record or edit an existing emission record, the names and IDs of the facility, county, air basin, district, device, and process are automatically set to the same values as the process that contains those emissions. The following is a description of the other data fields on the emission windows.

Pollutant Name	The name of the pollutant being emitted. HARP fills this in automatically so that it corresponds to the pollutant ID on the emission-editing window.
Pollutant ID	An ID that uniquely identifies each emitted pollutant within a particular facility, device, process and COABDIS. A pollutant ID must be specified at the time an emission record is added to the database. After that it cannot be changed. The pollutant ID must correspond to one of the pollutants in the POLLUTANT table.
Cal. Frac ROG/PM10	This is a specified ROG or $PM_{10}$ fraction from the provided TOG, ROG, PM, and $PM_{10}$ emissions. This field is grayed out and is for information only. If the district does not provide ROG or $PM_{10}$ emissions records, HARP will automatically calculate these emissions using ARB default fractions. In this

	case, the "Cal. Frac. ROG/PM10" and the "Fraction ROG/PM10" will be the same.
Fraction ROG/PM10	ARB default fraction for ROG or $PM_{10}$ or NOx. HARP fills this in automatically from the fraction table.
Cal. Frac. VOC/PM 2.5	This is a specified VOC or $PM_{2.5}$ fraction from the provided TOG, VOC, PM, or $PM_{2.5}$ emissions. This field is grayed out and is for information only. If the district does not provide VOC or $PM_{2.5}$ emissions records, HARP will automatically calculate these emissions using ARB default fractions. In this case, the "Cal. Frac. ROG/PM10" and the "Fraction ROG/PM10" will be the same.
Fraction VOC/PM 2.5	ARB default fraction of VOC or $PM_{2.5}$ . This number is for information only.
Primary Control	Primary pollutant control device code. This must be a number taken from the CNTLDEV table. Press the button labeled Primary Control to select from a list of valid codes.
Secondary Control	Secondary pollutant control device code. This must be a number taken from the CNTLDEV table. Press the button labeled Primary Control to select from a list of valid codes.
Efficiency	Control efficiency expressed as a percentage. This field must be a number between 0.0 and 100.0.
Forecasted	Pollutant specific forecast indicator. This may be left blank or set to R to indicate that this is a South Coast AQMD "reclaim" pollutant. Press the button labeled <i>Forecast</i> to change the value of this field.
UnRec. EMS	This field is for unreconciled areawide emissions and is applied to areawide sources only. If the unreconciled process rate was revised, you should also revise this field.
Uncontrolled EMS Factor	This is an uncontrolled emission factor. The unit for this field is either lb per SCC unit or any appropriate units used in the reported emissions.
EMS Factor	This is the actual emission factor and is used to calculate annual emissions.
Annual EMS	This is the reported annual emissions for each entered pollutant. Units are tons/year for criteria pollutants, lbs/year for toxics, and curies/year for radionuclides.
Calculated Annual EMS	HARP calculates and displays this field for your reference and validation. They are calculated using the process rate and the emission factor data provided.
Hr. Max. EMS	Hourly maximum emissions. Units are lbs/hour, except for radionuclides which are in millicuries/hour.
Calculated Hourly EMS	The hourly maximum emissions are calculated by HARP and displayed for your reference and validation. They are calculated from the maximum hourly process rate and emission factor.
Excess EMS	Total excess emissions. Units are tons/yr for criteria pollutants, lbs/yr for toxics, and curies/yr for radionuclides.
Potential	Potential emissions for districts' use. Units are tons/yr for criteria pollutants, lbs/yr for toxics, and curies/yr for radionuclides.
EMS Calc. Method	Emission calculation method code. This is an integer number that must correspond to one of the values in the DEFMETH table.

Last EMS UpdateDate on which the annual emission rate was last updated in the database.Person ChangingThe person who last changed the annual emission rate in the database. This is<br/>automatically updated by HARP using the initials that you enter when you log<br/>onto the system.

### f. Supplemental Data

The supplemental data window is used to enter supplemental process parameters to describe substances used, produced or otherwise present. This applies to substances that are emitted in quantities below the applicable degree of accuracy for the facility or other substances that are required to be reported (but not quantified) by the Emissions Inventory Criteria and Guidelines Regulation (Title 17 CCR, section 93300.5). The supplemental data window can also track facilities whose activities are small enough that they do not result in reportable emissions. The following section describes the menu options and data fields for the supplemental data window.

Supplemental data are stored in the *S\_UP* table of the user database. To add or edit release data, click the *Supplemental Data* node in the left panel of the *Facility Data Entry Screen*. The *Facility Data Entry Screen* will display a list of supplemental data that are tied to the facility. This list may be sorted by clicking on a column.

Facility ID Facility Address & Location	Supplemental Data	ata Edit Delete		
- Building & Property Dimensions	Poll ID	Pol Name	Last Updated	
Release Data (4)	50000	Formaldehyde	4/1/2013 7:50 PM	
Toxics (10)     Criteria (2)     Other (0)     Area Designation     Supplemental Data (0)     Priority Calculation     Fres & Reporting     Additional Info     Last Updated				

To access the complete supplemental data record, double-click on a record or highlight a record on the list and select *Edit*.

Add Save	Delete	Previous	Next	Close	
ast Updated	4/1/20	13 7:50:42 PM			
ollutant ID	50000				
ollutant Name	Formald	lehyde			
this substance	used?	Yes 🔻	1		
s this substance	produced	1? No	•		
s this substance	otherwise	present? Ye	s	•	
How substance	is otherwis	se present?			
					5.

# Menu Descriptions

Name	Description
Add Data	Adds a new record
Edit	Edit the selected record
Delete	Deletes the selected record

# Field Descriptions

When you add a new supplemental record or edit an existing supplemental record the names and IDs of the facility, county, air basin and district are automatically set to the same values as the facility to which this record refers. The following is a description of the other data fields on the supplemental editing window.

Pollutant Name	The name of the pollutant being emitted. HARP fills this in automatically so that it corresponds to the pollutant ID on the supplemental process data-editing window.
Pollutant ID	An ID that uniquely identifies each emitted pollutant. A pollutant ID must be specified at the time a supplement record is added to the database. The pollutant ID must correspond to one of the pollutants in the POLLUTANT table.
Abbrev. Name	The name of the pollutant being emitted. HARP fills this in automatically so that it corresponds to the pollutant ID on the supplemental process data-editing window.
Used	A flag indicating whether this substance is used. Allowable values for this field are: Y (this substance is used), N (this substance is not used). Press the button labeled <b>Used</b> to change the value of this field.
Produced	A flag indicating whether this substance is produced. Allowable values for this field are: Y (this substance is produced), N (this substance is not produced). Press the button labeled <b>Produced</b> to change the value of this field.
Present	A flag indicating whether this substance is present. Allowable values for this field are: Y (this substance is present), N (this substance is not present). Press the button labeled <b>Present</b> to change the value of this field.
How Present	A description of how the chemical is present at this facility. This can be any string up to 39 characters.

# g. Prioritization Data

The HARP EIM performs the prioritization calculations in accordance with the guidelines set forth by the California Air Pollution Control Officers Association (CAPCOA) in the document entitled CAPCOA Air Toxics "Hot Spots" Program Facility Prioritization Guidelines (August 2016). See Section 13.d for more information.

### h. Validation

The *Facility Data Entry Screen* can validate the current facility record and its associated child records. When this feature is turned on, the HARP EIM will list the potential issues associated with the current facility record.

To enable this feature, click on Warning tab on the bottom of the *Facility Data Entry Screen* and then check *Check Records*.

		and Stradig Control (1997)	(1	E 40 11 16 11	
Check Records				Facility Identification	
lecord ID	Record Type	Description	-	Facility Name A	BC CHEMICAL
EV ID: 1   PRO ID: 1   POL ID: 51796	EMISSION	The emission factor is blank		Composite Reco	ord Key Fielde
EV ID: 1   PRO ID: 1   POL ID: 85101	EMISSION	The emission factor is blank		Composite Nec	ord ney neids
EV ID: 1   PRO ID: 1   POL ID: 1016	EMISSION	The control efficiency is blank		Reporting Year	2
EV ID: 1   PRO ID: 1   POL ID: 11101	EMISSION	The control efficiency is blank		Facility ID	3002
EV ID: 1   PRO ID: 1   POL ID: 50000	EMISSION	The control efficiency is blank		recency to	5002
EV ID: 1   PRO ID: 1   POL ID: 51796	EMISSION	The control efficiency is blank		County	SAN DIEGO
EV ID: 1   PRO ID: 1   POL ID: 75092	EMISSION	The control efficiency is blank		Ais Davis	CAN DIECO
EV ID: 1   PRO ID: 1   POL ID: 85101	EMISSION	The control efficiency is blank	E	Air Basin	SAN DIEGO
EV ID: 1   PRO ID: 1   POL ID: 1746016	EMISSION	The control efficiency is blank		District	SAN DIEGO COU
EV ID: 1   PRO ID: 1   POL ID: 7664417	EMISSION	The control efficiency is blank			
EV ID: 1   PRO ID: 1   POL ID: 7782505	EMISSION	The control efficiency is blank		Facility Sub-c	county Identifier (if av
EV ID: 1   PRO ID: 1   POL ID: 35822469	EMISSION	The control efficiency is blank			
EV ID: 1   PRO ID: 1   POL ID: 72918219	EMISSION	The control efficiency is blank		Standard Indus	trial Classification (SI
EV ID: 1   PRO ID: 2   POL ID: 1016	EMISSION	The control efficiency is blank		SIC 2	816 (#A
TK ID: 3	RELEASE	The release's coordinates are incomplete			
TUDA	DELEASE	<b>T</b> I I I I I I I I I I I I I I I I I I I		Description IN	IORGANIC PIGMEN
					-

# i. Adding Facility and Emission Data

Facility and emission data can be added in several ways. This section describes how to hand enter facility and emission data using the *Facility Data Entry Screen*. For information about importing data using an Excel file, see Section 15.c.

# i. Adding a Facility

To add a new facility record, select *File\Add Facility* from the *Facility Data Entry Screen*.

ile Edit Previous Record	Next Record G	o To Settings		
Add Facility	ABC CHEM	ICAL   Year: 2		
Save Record	cility Identification			
Import Facility Data	Facility Name AR	COHEMICAL		
Close	Company Party	d Kar Balda		
Release Data (2)	Composite Necor	a ney neids		
Device Data (1)	Reporting Year	2		
E Emission Data	Facility ID	3002	ID	
- Toxics (10)	County	SAN DIEGO	37	
Criteria (2) Other (0)	Air Basin	SAN DIEGO	SD	
- Area Designation	District	SAN DIEGO COUNTY APCD	SD	
- Addisonal Info - Addisonal Info - Last Updated	Standard Industr SIC 28 Description INC	al Classification (SIC) 16 ANIC SI INGANIC PIGMENTS Industrial Code System (NAICS)	o SIC	
	NAICS	SIC to M	IAICS	
	Description			
	EPA Facility R	egistry System ID		
cord Navigation 0 War ( )	Special Pr	aject ID (GEOID) 0002_37_SD	SD_3002	
ord 5 of 5				

The following dialog box will appear.

Enter a reportin	g year for this facilit	ty. 🙎		•		
SIC	(A	A				
Description						
County Air Basin District		ronnatio		æ	ID	
Enter a Facility			Get Next /	Available ID		

In order to add a facility record you must provide values for each of the fields shown in this dialog box. The Facility ID, Year, County, Air Basin, and District are all key fields, which must comprise a unique combination within the database. The Facility Standard Industrial Classification (SIC) is the SIC code associated with this facility and is also a required field, though it is not part of the key.

Use the lookup buttons (B) to help complete the fields.

When you have entered values for all fields in this dialog window, press **OK**. The HARP EIM will then validate your entries.

stablished, you c	an only change them under the Edit menu option	
inter a reporting y	ear for this facility. 2	
SIC 116	<b>#</b> A	
escription SOY	BEANS	
County, Air Basir	n, and District Information	ID
County	SACRAMENTO	34
Air Basin	SACRAMENTO VALLEY	SV
District	SACRAMENTO METROPOLITAN AQMD	SAC
inter a Facility ID	1 Get Next Available ID	

If all values are valid, the *Facility Data Entry Screen* will automatically open to the new facility record. Complete all necessary fields for the facility record.

- Facilty ID	ty Identification			
Facility Address & Location     Contact & Employee Info     Fa	cility Name NE	W FACILITY RECORD		
- Building & Property Dimensi - Release Data (0)	Composite Recor	d Key Fields		
Device Data (0)	Reporting Year	2		
- Process Data (0) - Emission Data	Facility ID	1	ID	
- Toxics (0)	County	SACRAMENTO	34	
- Criteria (0) - Other (0)	Air Basin	SACRAMENTO VALLEY	SV	
- Area Designation	District	SACRAMENTO METROPOLITAN AQMD	SAC	
	SIC 111 Description SO North American I NAICS	YBEANS Industrial Code System (NAICS)		
cord Navigation 10 Wat ( ) a	EPA Facility R Special Pr	egistry System ID oject ID (GEOID) 0002_34_SV_SAC_1		

The other nodes that relate to the facility record are the following:

- Facility ID
- Facility Address & Location
- Contact & Employee Info
- Area Designation
- Priority Calculation
- Fees & Reporting
- Additional Info
- Last Update

Click on each of these nodes and complete all necessary fields. Refer to Section 8 for a description of the facility entry fields. Click *File\Save* to save the record.

# ii. Adding a Building

To add building data, select the **Building & Property Dimensions** node on the left panel and then select **Building Data\Add Buildings** in the building and property editing window.



The following dialog box will appear. Enter a building ID and tier number that is unique to the facility. The use of tiers allows buildings to be described as multiple levels. Typically, one tier will be stacked atop another to describe a stepped-in geometry. Click *OK* to continue.

Note: There is a limitation for the buildings' tier level: when entering building information to the program, all buildings' tier level must start with the same number (e.g. 1).

Building ID		
ballang ib		
Tier Number		
OK	Cancel	

The following screen will appear. Click *Add Record*, to add the number of corners or points for the building. For CEIDARS purposes, building points must be entered relative to the facility origin. As you enter in the points, the building will be displayed graphically in the right panel. Points colored in red will indicate the current point you are editing in the data row (left panel). Click *Save and Exit* to save the building record.

D		1	Tier ID	1	Polygon Plot
Desc	ription	NEW BUILDING	Height (m)	0	Relative Coordinates
ls de	efault		Elevation (ft)	0	30
Numb	per of Poin	ts 4			
lease	e note that	building and property	boundaries are relative coordir	nates based	20
n the	facility or	gin.			
Add	Record	Delete Record	Import CSV File		
olygo	on Coordin	lates			
	Plot Order 🔺 Relative X (m) Relative Y (m)				> 0 > 1
	1	10	10		
	2	10	-10		-10 0 0
	3	-10	-10		
	4	-10	10		-20
					-30
					-20 0 20 X (m)
	_				
				Save and E	d Exit Cancel

# Alternative Option

In lieu of manually determining the relative position of each point, you can supply a CSV file containing real world coordinates obtained from a Global Positioning Systems (GPS) device. The HARP EIM will automatically calculate the relative position of each point to the facility origin. The facility origin should be entered before using this feature. To create a recognizable format, the CSV file must be comma delimited with values in the following order: longitude, latitude, and elevation (in feet). The coordinates of the polygon should be listed in sequence. Elevation is not needed for the building data but it can be used by other parts of HARP. The coordinates must be in decimal degrees and use the WGS84 datum.

ABC_Bour	ndary_101	_Impo	rt.csv -	Notepad	l		
File Edit	rormat	view	нер				
-117.2690	498969	87,32	2.838	336912	9714	,0	~
117 2669	182443	55 2	2.838	341488 145501	2604	,0	
-117,2690	553391	12.3	2.840	141015	1456	.0	
-117.2695	868864	24,32	2.839	237814	4327	.0	
							-

The example file above will result in a five sided polygon.

# iii. Adding a Property

To add property data, select the **Building & Property Dimensions** node on the left panel, select the **Property Data** tab, and then select **Property Data\Add Property** in the building and property editing window.

Editing Facility - ID: 1	NEW FACILITY RECOR	D   Year: 2			
- Facility ID	Building & Property Dimensions				
- Facility Address & Location	Property Data Chart Opt	ions			
- Building & Property Dimensi	Add Property	Pan		Relative Coordinates	
- Release Data (0)	Delete	20 14	F	• • • • • • • • • • • • • • • • • • • •	
Device Data (0)	Edit	Mouse 200m	10		
- Process Data (U) - Emission Data		Zoom Out	ł		
- Toxics (0)		Resize Plot	ţ.		1
- Criteria (0)			5		
- Other (0)		Auto Size	-		
- Supplemental Data (0)			-		1
- Priority Calculation			5 0-	•	
- Fees & Reporting			f f		-
Last Updated			t		1
			-5		
			F		1
			t		1
			-10		
			-10		10
				X (m)	
( )					
	< [		5.00 A.	N A V A	

The following dialog box will appear. Enter a property ID that is unique to the facility. Click *OK* to continue.

Property ID		
ОК	Cancel	

The following screen will appear. Click *Add Record*, to add the number of corners or points for the building. For CEIDARS purposes, building points must be entered relative to the facility origin. As you enter in the points, the building will be displayed graphically in the right panel. Points colored in red will indicate the current point you are editing in the data row (left panel). Click *Save and Exit* to save the building record.

D		1			Polygon Plot		
Desc	ription NEW	PROPERTY				Relative Coordi	nates
ls de	efault				30		
Numb	ber of Points	4					
lease	e note that build	ing and property b	oundaries are rela	ative coordinates bas	d 20		
n the	e facility origin.				10		
Add	Record	elete Record	Import CSV Fi	e			
olygo	on Coordinates				E .		1
_	Plot Order	Relative X (m)	Relative Y (m)	Elevation	× :		
	1	10	10	0	-10		
	2	10	-10	0		Ť	· .
	3	-10	-10	0			1
	4	-10	10	0	-20		
					-30		
					-20		20
						X (m)	
				Save	and Exit Cancel	7	

# Alternative Option

In lieu of manually determining the relative position of each point, you can supply a CSV file containing real world coordinates obtain from a GPS device. The HARP EIM will automatically calculate the relative position of each point to the facility origin. The facility origin should be entered before using this feature. To create a recognizable format, the CSV file must be comma delimited with values in the following order: longitude, latitude, and elevation (in feet). The coordinates of the polygon should be listed in sequence. The coordinates must be in decimal degrees and use the WGS84 datum.

File Edit Format View Help	
-117.269049896987,32.8383369129714 -117.266912844554,32.8383414887717 -117.266918243455,32.8401455912604 -117.269055339112,32.8401410151456 -117.269586886424,32.8392378144327	,0 ,0 ,0 ,0
	Ŧ

The example file above will result in a five sided polygon.

### iv. Adding a Release

When you add a new release, the names and IDs of the facility, county, air basin, and district are automatically set to the same values as the facility that contains that release.

To add a new release to the facility, select the *Release Data* node and select *Add Release* from the release data window.



The following dialog box will appear. In order to add a release, you must provide a release ID. The release ID must be a positive integer number, up-to-six digits that is unique for the current facility. Click **OK** to continue

	cicase			
Enter a un	ique release ID	(1-999999):		
	014			
	OK	Cano	el (	

The following window will appear. Depending on the type of release (i.e., point, volume, area source, or an open pit) certain parameters should be provided. Refer to Section 8.b for descriptions of each of the fields to be entered.

Add S	rmation ave Delete	Previous Next	Close	
Release Inc	uts Additional In	formation	cione	
Release T	VDe	TOTTI DOOLT		
Туре	POINT (STACK)	Release ID	1	
Release N	lame (optional)	NEW RELEASE		
Release L	ocation (Geograph	nical Location)		_
X (East)		Units	Set to Facility Origin	
Y (North)		Units		
Coordinate	e System Type		•	
Datum		L	•	
C 1				
Spheroid				-8
Zone	•		Method of Collecting Data	裕
	arameters			-
Helease F				
Release F	leight (ft)			
Release F Release F Elevation	feight (ft)			
Release F Release F Elevation Stack Dia	Height (ft) (ft) meter (ft)			
Release F Release F Elevation Stack Dia Gas temp	Height (ft) (ft) meter (ft) erature (F)			
Release F Release F Elevation Stack Dia Gas temp Gas flow	Height (ft) (ft) meter (ft) erature (F) ft^3/min)			
Release F Release F Elevation Stack Dia Gas temp Gas flow Gas veloc	Height (ft) (ft) meter (ft) erature (F) ft^3/min) :tty (ft/min)			

Please note that every release should be identified with a set of coordinates regardless of the release type.

Click *Close* to return to the release editing window.

- Facilty ID	Release Data	IT RECORD	reur. z		
- Facility Address & Location - Contact & Employee Info	Add Release Release List	Edit Delete	Import Duplicate	Change Release ID	
Building & Property Dimensi     Belease Data (1)	ID	Name	Source_Type	Last_Updated	
Device Usta (1)     ⊖     Process Data (1)     ⊖     Frocess Data (1)     ⊖     Crests (1)     −Cretes (0)     −Cretes (0)     −Cretes (0)     −Prody Catculation     Frosty Catculation     Frosty Catculation     Frosty Catculation     Last Updated		Harry Translate	POINT	<u>3722013 140 PAL</u>	
cord Navigation 0 Wat + +					

# v. Adding a Device

To add a new device, select the *Device Data* node and select *Add Device* from the menu of the device data window.

facility - ID: 1	Device Data	ITY REC	ORD	Year: 2			
- Facility Address & Location - Contact & Employee Info	Add Device Device List	Edit (	Delete	Import	Duplicate	Change Device ID	
Eulang a rhophy Umma Pelasao Data (0) ⊡ Proces Data (0) ⊡ Proces Data (0) ⊡ Creatis (0) —	ID.	Nam	•	Per	nž_D	Last_Updated	
m +							

The following dialog box will appear. Enter a numeric device ID that is unique for the current facility. Click *OK* to continue.
New Devic		
Enter a uniqu	ue device ID (1-999999):	
	OK Cancel	

Complete the information for the device. Refer to Section 8.c for device data field descriptions.

A LL C	D L L			<i>c</i> 1		6
Add Save	e Delete	Previous	Next	Close		
Last Update	3/2/2013	1:22:38 PM				
Device ID				1		
Local name o	f this device	NEW D	EVICE			
Local Permit	D			-		
Number of De	evices				Equip Confidential	
Equipment				Geographic	al Location	
Output Capa	city (MW)			Sub-count	y Identifier	~
Size	-			Section		
			-	-		
Units Code		æ	A	Township		•
Type Code		æ	4	Range	· · · · · · · · · · · · · · · · · · ·	•
Reserve for	District Use					
DEVD1						
DEVD2			-			
Comments o	n Device Info	mation (Distr	ict Ontion	-		
Contra C		indiana (bibli	at a priori	û.		-
cord 1 of 1						

Click *Close* to return to the device editing window.

Facility ID	Device Data	Edit Delete	<b>/ear: 2</b>	Change Device ID	
Contact & Employee Info	Device List	con bence	inport bapicate	enonge benee to	
- Building & Property Dimensi Release Data (1)	ID	Name	Permit_ID	Last_Updated	
Cores Data (1)     Cores Data (1)     Create (0)     Create					
TII + + + + + + + + + + + + + + + + + +					

## vi. Adding a Process

To add a new process, select the *Process Data* node and select *Add Process* from the menu of the process data window. Please note that a device is required before a process record can be added.

Facility Address & Location     Contact & Employee Info     Building & Property Dimensi	Add Process						
- Building & Property Dimensi	Process List	Edit	Delete	Import	Duplicate	Change Process ID	
<ul> <li>Release Data (0)</li> </ul>	DEV_ID	PRO.	ID	Desc	ription	Last_Updated	
Device Data (1)     Construction Data (1)     Construction Data (1)     Construction Data (1)     Construction (1)     Constructi							

The following dialog box will appear. Enter a numeric process ID that is unique for the current facility and select a device that the process is tied with. Click **OK** to continue.

	•
Cancel	
	Cancel

Complete the information for the process. Please note that you will receive warning messages to associate a release ID to the process and the SIC needs to be completed. Refer to Section 8.d for process data field descriptions.

dentification and Descri	ption					Description					
Last Updated	3/2/20	13 1:40	43 PM			9	ic				112
Device ID			1			RICE					
Process ID			1				~			1010	0100
Process Description	NEW I	ROCES	S				u _			1010	0102
Confidential						EXT	COMBE	BOILER			
Forcast						REIC		N/A			
Release ID		1				PR	O Rate	Origin Co	de		
						Proce	ss Rate	Reliabilit	y		
NAJCS			SI	to NAM	S	Sulfur	Context	t (%)	20		
						PRO	D1 (distri	ict use or	(vhr		_
Rates						PBOP2 (detrict use only)					
SCC Units	TONS	BURNE	D						_		
Process Rate (SCC U	nits/Yr)					Operating His/Day					
Maximum Design Rate	e (SCC Ur	nits/hr)				Operating Days/Wk					
Date of Last Process	Rate Upd	ate				Opera	sting We	eeks per	Year		
Changed by Agency/	Person					Year	of emissi	ion estim	ate		
Maximum Hourly Proc	ess Rate	(SCC Ur	nits/hr)			Heat	(MBtu/S	SCC unit)			
Process Rate Output	(MW-Hr)					Fuel a	sh cont	ent (wt 1	.)		
Percent annual through	out by mor	nth									
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Uniform											
Comments on Process In	formation	(District	option)					-			
								ls De	fault		

Click *Close* to return to the process editing window.



### vii. Adding Emissions

To add a new emission record, first determine the type of pollutant you want to add. (i.e., toxics, criteria, or other). Then select the **Toxics**, **Criteria**, or **Other** (e.g., greenhouse gases, user-defined, or non-regulatory pollutants) node and select **Add Emission** from the emission editing window.

Editing Facility - ID: 1	NEW FACILITY	RECORD   Y	'ear: 2			
- Facility Address & Location - Contact & Employee Info - Building & Property Dimensi Polazee Data (1)	Add Emission Filter by Device II Pollutant List	Edit Delete	Import Tools and/or Process ID:	1 • 0	Reset	
Device Data (1)     Orters (0)     Other (0)     Oher (0)     Protry Caludation     Press & Reporting     Additional Info     Last Updated	Pol_ID	Pol_Name	AnnualEms	HrMaxEms	DEV_ID	PRO_ID
m     ecord Navigation	<		ш			

The following dialog box will appear. Enter a pollutant ID and select a device and process to associate the emission.

If you do not know the pollutant ID, press the B button to select one from a list. Click **OK** to continue.

Pollutant ID	AA I	
ollutant Name		
Add to Device ID	1 •	
Add to Process ID	1 •	
	OK Cancel	

Complete the information for the emission data. On windows there are various buttons that will help you look up and complete the fields. Please refer to Section 8.e for process data field descriptions.

Jun Jure	Delete Previous Wext Close		
ast Updated	2/13/2014 9:32:00 AM	Device ID 1	History
ollutant ID	50000	Process ID 1	Last EMS Update
ollutant Name	Formaldehyde		Person changing
Control Device	1	Emissions	
Primary Co	introl	Maintained by District	Fraction
Secondary	Control	UnRec. EMS (area tpy)	Cac. Noc. Nuc. Finite
Control Efficier	cy (Percent)	Annual EMS (bs/yr)	Calo Frac VOC PM 2.5
Forecas	ed	Hr Max EMS (bs/hr)	Frac.VOC, PM 2.5
Emission Facto	3		Dis. Frac. PM 1.0
Uncontrolled E	MS Factor	Excess EMS	Load User-Defined Fractions
EMS Factor	(44)	Potential	Come da amissiona
EMS Factor La	st Update	EMS Calc. Method	Calculate EMS
Reason for (	Change		from PM from PM10
Person changi	Dr.	Excess Information	Estimation status (CR FLAG)
EMS Fact	Drigin	( <u>)</u>	
EMS Factor Re	liability		
Memo			
ord 3 of 3			

Click *Close* to return to the emission editing window.

- Facility ID	Emission Data (Tr	Emission Data (Toxics)							
<ul> <li>Facility Address &amp; Location</li> <li>Contact &amp; Employee Info</li> </ul>	Add Emission	Edit Delete	Import Tools						
- Building & Property Dimensi	Filter by Devic	:e ID: 1 🔻	and/or Process ID	): 1 • C	Reset				
- Release Data (1) - Device Data (1) -	Poll ID	Pol Name	AnnualEms	HrMaxEms	DEV ID	PRO ID			
- Process Data (1)	50000	Formaldehyde	10	1	1	1			
- Supplemental Data (0) - Prioty Calculation - Frees & Reporting - Additional Info - Last Updated									
cord Navigation 0 War + +			m			,			

### viii. Adding a Supplemental Record

To add a new supplemental record, select the *Supplemental Data* node and select *Add Data* from the menu of the supplemental data window.

- Facility ID	Supplemental Da	ata	rear. 2	
<ul> <li>Facility Address &amp; Location</li> <li>Contact &amp; Employee Info</li> </ul>	Add Data Supplemental D	Edit Delete lata List		
Dutang a roperty Uminise Pelease Data (0) □ Pervice Data (0) □ Pervice Data (0) □ Process Data (0) □ Criteria (0) □ Other (0) − Other (0) − Area Designation Supplemental Data (0) Priorty Calculation Fees & Reporting - Addisonal Info Last Updated	Pol_ID	Pol_Name	Last_Updated	
ecord Navigation 0 War + +				

The following dialog box will appear.

Pollutant ID OK button

In order to add a supplemental record you must provide a new pollutant ID. Pollutant IDs are either the CAS numbers or SAROAD codes. The pollutant ID must be a valid ID that exists in the pollutant table.

If you do not know the pollutant ID, press the <sup>(M)</sup> button to select one from a list.

When you have entered the new pollutant ID, press **OK**. HARP will then validate your entry. You can only exit this dialog window by providing a valid pollutant ID or by pressing the **Cancel** button.

add Save	Delete	Previous	Next	Close	
ast Updated	4/1/20	13 7:50:42 PM			
ollutant ID	50000		]		
ollutant Name	Formald	lehyde			
this substance	used?	Yes 🔻	-		
this substance	produced	? No	-		
this substance	otherwise	present? Ye	85	•	

# 9. AREAWIDE DATA ENTRY SCREEN

Areawide source data are edited in the **Areawide Data Entry Screen**. These records use the same process and emission tables as for the facility records. However, the facility and device IDs are designated as zero for all areawide source records. Areawide sources are uniquely identified with a specific COABDIS and emission inventory code (EICs).

Please note that areawide source data are normally edited from previous emission inventory data. EICs are pre-assigned by the ARB. Process and emissions data can only be changed or updated and not added. If you need to create or add an EIC, consult the ARB for assistance.

To open the *Areawide Data Entry Screen*, select *Edit Data/Areawide (Regional) Sources* in the main menu. This will open the *Areawide Explorer*. Click *Edit* on the *Areawide Explorer* to open the *Areawide Data Entry Screen*. The *Areawide Data Entry Screen* will be displayed as a separate window from the HARP EIM main screen. The remainder of this section further describes the user interface, and how to add data.

## a. User Interface Overview

The *Areawide Data Entry Screen* will appear as a separate window from the HARP EIM main screen. A list of areawide sources from the user database is shown in the left panel. You may sort this list by clicking on a column name. When a record is highlighted in the left panel, the right panel displays the associated areawide source information.

	1.2			192				121							
Process ID Ye	ar Process Descrip	tion	Identificatio	n and Desc	cription			De	scription						
5105009000000 2	AEROSOL COAT	TINGS-COATINGS (UNSPE	ECIFIED) Last Updat	ed				E	IC Code	53053	0322500	000			
52052091160000 2	ARCHITECTURA	AL COAT-OIL BASED WAT	ERPROOF EIC		530530322	50000		E	ICSUMN						
53053032250000 2	AGRICULTURAL	PESTI-METHYL BROMID	DE Process De	escription	AGRICULT	URAL PE	STI-METHY	LBR	CHATN						
5105009000000 4	AEROSOL COAT	INGS-COATINGS (UNSPE	ECIFIED) Year		4				DUMATN						
52052091160000 4	ARCHITECTURA	AL COAT-OIL BASED WAT	ERPROOL					E	ICSUBN						
53053032250000 4	AGRICULTURAL	PESTI-METHYL BROMID	DE	AL AME	DA		1	E	ICSOUN						
			Courty	ALAME			-	F	REIC						
			Air Basin	SAN FF	CANCISCO B	AY AREA	SF							_	10
			District	BAY AF	REA AQMD		BA		Process	Rate Re	liability				
									Sulfur Co	ntext (%	)				
			Hates						Spatial D	istributio	n Parame	eter			
			SCC Units						PROD1 (	district u	se only)				
			Unreconci	ed Process	Rate				-						
			Process R	ate Last Up	date 12/	5/2003 12	MA 00:00		PHOP2 (	district u	se only)	_			
			Changed b	v Apency/	Person				Oper	ating H	s/Day	8			
									Opera	ating Da	ys/Wk	5			
									Operating	Weeks	per Yea	r 50			
					Emission D	sta			Agency	naking a	rea estim	ate			
									Verente	-indiana and a	- Color	2002			
									rear or e	mission	estimate	2002			
			Percent and	nual through	hput by month	,									
					JAN FEB	MAR	APR I	MAY JUN	JUL	AUG	SEP	OCT	NOV	DEC	
•		4	+ Unifo	rm 8	1.3 8.3	8.3	8.3 8.	.3 8.3	8.3	8.3	8.3	8.3 8	.3	8.3	

The table below describes the main menu options in the Areawide Data Entry Screen.

Name	Description
File\Add Areawide Source	Adds a new record
File\Save Record	Saves the current record
Edit\Undo	Undo edits for the current record
Edit\Undo All	Undo edits for all records
Edit\Delete Record	Deletes the current highlighted record
View\Split View	Shows or hides the data entry fields. If the data entry fields are hidden, you can double click on a record to open a new window showing the data entry fields for the record. This feature is to save space on your screen.
Previous	Moves to the previous record
Next	Moves to the next record
Settings	Sets default values to apply to new records

# b. Editing an Areawide Source

The *Areawide Data Entry Screen* is tied to the *PROCESS* and *EMISSION* tables in the user database. Editing of areawide sources is the same as editing stationary point sources except the areawide sources start at the process level.

Change the *Unreconciled Process Rate* and any temporal parameters such as *Operating Hours per Day* and *Operating Days per Week*. Be sure to specify the agency making the estimate. This information is needed to track any changes in the emissions for a specific EIC.

dentification and	Description				Description		
Last Updated					EIC Code	530530322500	00
Process ID	530	53032250000			FICSUMN	PESTICIDES/E	ERTILIZERS
Process Descript	tion AGF	ICULTURAL PEST	I-METHY	L BROMID	EICMATN	METHYL ROOM	AIDE
Year	4				EICHIATIN		
			ID		EICSUBIN	SUBCATEGUR	RT UNSPECIFIED
County	ALAMEDA	1	1		EICSOUN	AGRICULTURA	AL PESTICIDES
Air Basin	SAN FRA	NCISCO BAY ARE	A SF		REIC	N/A	
District	BAY ARE	A AQMD	BA		Process Ra	te Reliability	
Unreconciled Pr Process Rate Lz Changed by Age	eccess Rate ast Updated ency/Person	12/5/2003 12:00	0:00 AM		PROD1 (dis PROP2 (dis Operatin Operating V Agency main Year of emis	trict use only) trict use only) ng Hrs/Day ng Days/Wk Veeks per Year king area estimate ssion estimate	8 5 50 2002
Percent annual th	nroughput by J. 8.3	AN FEB MA	R APR	MAY JUN 8.3 8.3	N JUL A	UG SEP OG 8.3 8.3	CT NOV DEC 8.3 8.3

After entering appropriate process data, click the *Emission Data* button to access the emission data window.

EIC	Pollutant ID	Name	Category	Annual EMS	EMS_FORECAST	Last Updated
3053032250000	43104	0		2		0

Double-click on an emission record to edit the emission data. Please note that only unreconciled emissions are needed. ARB will reconcile emissions from the areawide source against its corresponding stationary point sources category. Once the data is entered, save the data and exit.

ollutant ID	11101	EIC	53053032	2250000
ollutant Name	Particulate Matter	Last Updated		
Emission Facto	rs	Emissions		
Uncontrolled E	MS Factor 0.5	UnRec. EMS	6 (area tpy)	0.5
EMS Factor	0.02	History		
EMS Factor La	st Update	EMS Calc	. Method	
Reason for C	hange	Last EMS U	pdate	12/5/2003 12:0
Person changir	lg	Person char	iging	
EMS Factor Re	liability			

# **10.RECEPTOR DATA ENTRY SCREEN**

Sensitive receptor data are edited in the *Receptor Data Entry Screen*. For each sensitive receptor you are required to provide the location (UTM coordinates) and the residential and working populations. Sensitive receptors are specific points of interest defined by you where you want to calculate the potential health effects. A sensitive receptor might be a school, a nursing home or simply a residence. Sensitive receptor data is used in the prioritization calculation, air dispersion analysis, and health risk assessment.

To open the **Receptor Data Entry Screen**, select **Add/Edit Data\Receptor Data (e.g., Schools)** from the main menu. This will open the **Receptor Explorer**. Click **Edit** in the **Receptor Explorer** to open the **Receptor Data Entry Screen**.

#### a. User Interface Overview

The *Receptor Data Entry Screen* is tied to the *RECEP* table in the user database. A list of receptors from the user database is shown in the left panel. You may sort this list by clicking on a column name. When a record is highlighted in the left panel, the right panel displays the associated receptor information.

RECID	RECGROUP	RECNAME	Receptor inton	mation			
	TUTORIAL	MY RECEPTOR	Receptor Name	ABC CHEMICAL DAY	CARE		
	TUTORIAL	CENTRAL KIDS SCHOOL	Composite Reco	rd Key Fields			Receptor Properties
	TUTORIAL	ABC CHEMICAL DAY CARE	Receptor ID	3			Receptor Type SCH -
			Receptor Group	TUTORIAL		ID	Residental Population 5
			County	SAN DIEGO		37	Working Population 53
			Air Basin	SAN DIEGO		SD	
			District	SAN DIEGO COUNTY	( APCD	SD	
			Spheroid G Zone 1 X (East) 47 Y (North) 38 Bevation 0 Method of Collect	RS80 - Geodetic Refere 1	kilometers kilometers feet		
ceptor Li	st J	•					

The table below describes the main menu options in the *Receptor Data Entry Screen*.

Name	Description
File\Add Receptor	Adds a new record
File\Save Record	Saves the current record
File\Import Data\Excel File	Imports data from an Excel file. See Section 15.c for more
	information
Edit\Undo	Undo edits for the current record
Edit\Undo All	Undo edits for all records
Edit\Delete Record	Deletes the current highlighted record
View\Split View	Shows or hides the data entry fields. If the data entry fields
	are hidden, you can double click on a record to open a new
	window showing the data entry fields for the record. This
	feature is to save space on your screen.
Previous	Moves to the previous record
Next	Moves to the next record
Settings	Sets default values to apply to new records

# b. Adding a Sensitive Receptor

To add a new sensitive receptor, select *File\Add Receptor* from the main menu of the *Receptor Data Entry Screen*.

Add Receptor	RECNAME	RECTYPE	
Save Record	MY RECEPTOR	RES	
Import Data >	CENTRAL KIDS SCHOOL	SCH	
TUTORIAL	ABC CHEMICAL DAY CARE	SCH	
anter List			
eptor List			

Enter the *Receptor ID*, *Recgroup ID*, *County ID*, *Air Basin ID*, and *District ID*. These fields are the primary key fields for the receptor record. They will be used to uniquely identify the record.

omposite key fiek stablished, you c	ds to precisely identify th an only change them un	e record. Once these der the Edit menu opt	e fields are tion.
nter a Receptor I	D		
nter a new or sel	ect an existing Recgroup	TUTORIAL	•
County, Air Basir	n, and District Information	1 	
		a t	ID ID
County			
Air Basin			
District			
	- 2011 - 11 - 11 - 11 - 11 - 11 - 11 - 11		

Use the button with the binocular image to help find the appropriate county, air basin, and district IDs.

County	County	Air	Air Basin Name	District	District Nam
4	BUTTE	SV	SACRAMENTO VALLEY	BUT	BUTTE COU
6	COLUSA	SV	SACRAMENTO VALLEY	COL	COLUSA CO
11	GLENN	SV	SACRAMENTO VALLEY	GLE	GLENN COL
31	PLACER	SV	SACRAMENTO VALLEY	PLA	PLACER CO
34	SACRAMENTO	SV	SACRAMENTO VALLEY	SAC	SACRAMEN
45	SHASTA	SV	SACRAMENTO VALLEY	SHA	SHASTA CO
48	SOLANO	SV	SACRAMENTO VALLEY	YS	YOLO/SOLA
51	SUTTER	SV	SACRAMENTO VALLEY	FR	FEATHER R
٠		111			E.

Then complete the blank receptor data fields.

RECID	RECGROUP	RECNAME	Receptor Infor	mation					
1	TUTORIAL	MY RECEPTOR	Receptor Name	NEW RECEP	PTOR				
2	TUTORIAL	CENTRAL KIDS SCHOOL	Composite Reco	rd Key Fields				Receptor Properties	
3	TUTORIAL	ABC CHEMICAL DAY CARE	Receptor ID	1				Receptor Type	-
1	SCHOOL	NEW RECEPTOR	Receptor Group	SCHOOL			ID	Residental Population	1
			County	SACRAMEN	то		34	Working Population	
			Air Basin	SACRAMEN	TO VALLEY		SV		
			District	SACRAMEN			SAC		
			Coordinate Syste Datum N Spheroid Zone 1 X (East) Y (North) Bevation Method of Collect	AD83 - North /	UTM 11 (kilom	m 1983 kilometers kilometers feet	•		
<	III	•							

## **11.IMPORTING DATA**

This section describes how to import emission inventory data. Emission inventory data can be imported using a CEIDARS 2.5 Transaction File or a HARP database. The CEIDARS 2.5 transaction file format is described in the CEIDARS Data Dictionary at <a href="http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf">http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf</a>.

The EIM can also import emission inventory data using a Microsoft Excel Spreadsheet. See Section 15.c for more information about importing using a spreadsheet.

The imported data will be appended to the existing database. However, when the imported data have the same primary keys as the existing records, then those records will be overwritten.

#### a. Importing Data Using a HARP User Database

To import data using a HARP user database, click *Add/Edit DataVmport DataVmport from HARP Database* in the main menu.

You will receive an overwrite warning and a message informing you that the program will close any open tab pages.

WARNING! The imported data v	will overwrite the existing data that contain the
ame primary keys (e.g., YEAR,	FACID, CO, AB, DIS). Do you wish to proceed?
	Yes No
	<u>×</u>
ne program must close all tab w Intinue.	indows during the import process. Click OK to

In the open dialog box, browse and select the database you wish to import. Click **Open**.

organize - reen	folder				80 • [	1 0
+ Favorites	-	Name	^		Date modified	Туре
E Desktop		HARPDer	noBackup3242013.	mdb	3/24/2013 5:40 PM	Microso
Downloads	=	A CONTRACTOR OF CONTRACTOR				
and needer Places						
词 Libraries						
Documents						
J Music						
Videos						
-		< L	m			,
A Homearoun	-					

A message will popup when the import is complete.



# b. Importing Data Using a CEIDARS Transaction File

To import data using a HARP user database, click *Add/Edit Data\Import Data\Import from HARP CEIDARS 2.5 Transaction File* in the main menu.

You will receive an overwrite warning and a message informing you that the program will close any open tab pages.

verwrite Warning		
WARNING! The im same primary keys	ported data will overwrite the existing s (e.g., YEAR, FACID, CO, AB, DIS). Do y	data that contain the ou wish to proceed?
	Yı	es No
D		×
The program must continue.	t close all tab windows during the impo	rt process. Click OK to
-		
nport Data from C	EIDARS 2.5 Transaction File	
port Data from C	EIDARS 2.5 Transaction File	Browse
nport Data from C le to Import:	EIDARS 2.5 Transaction File	Browse
nport Data from C le to Import: ☑ Skip Validation	EIDARS 2.5 Transaction File Reporting Year: 2	Browse
Iport Data from C le to Import:	EIDARS 2.5 Transaction File Reporting Year: 2 • Import File Cancel	Browse

Click *Browse*. In the open dialog box, browse and select the transaction file you wish to import. Click *Open*.

Enter a new or existing reporting year and click *Import File*. Please note that the record validation is a very time consuming process. By default the transaction file

validation is skipped when you import a transaction file. If you suspect there is a potential error in your file, uncheck *Skip Validation*.

lder					目•	0 6	and the second se		
Name * BackupData Ceidars25transactionFile.tra	Date modified 2/13/2014 9:00 AM 2/13/2014 9:42 AM	Type File folder TRA File	Ster	10 KB					
								Import Data from CEIDARS 2.5 Transaction File File to Import: C:\HARPDEMO\ceidars25transactionfile tra	Browse
								Reporting Year: 2	
								Skip Validation Import File Cancel	
name: ceidars25transactionfile.tra				Comma d	elimited (".c	ng ting tin			

When the import has finished, a log window will appear showing any errors detected during the import process. Follow any onscreen instructions to fix the errors.

Would you like the check the	import log to see any possible errors?
	Yes No
anort I og	
File Fix Old Pollutant IDs	
alidation skipped nporting to temporary tables nporting to permanent tables inished	

# 12. QUERIES

The query screen allows you to retrieve custom and detailed information from your database and export the information to a CSV file. In order to use this feature, you must have some experience with SQL.

### a. Prebuilt Queries

To assist you with querying your database, the query screen comes with a list of prebuilt queries. For example, you can see which facilities in your database emit formaldehyde. You can also add to the prebuilt list using the *SQL Viewer*. See Section 15.b for more information.

## b. Creating and Editing a Query

To create a new query, click *Query Data* in the main menu. To access an existing query double-click on a query under the *Queries* node in the *Project Panel*.



The table below describes the features on the query screen.

Name	Description
File\Load Prebuilt Query	Select from a list of prebuilt queries
File\Save	Saves the query
File\Save As	Saves the query under a new filename
Export	Exports the query result to a CSV file
Look in	Selects the database to run the query against
Run Query	Executes the query
Get Table Field Names	A lookup tool to help build a query. The user can view the available
	table and column names in the database.

### 13. REPORTS

This section describes the types of reports available in the HARP EIM. Reports created by the HARP EIM can be exported as a text or CSV file. When a report is exported as a text file, it will be automatically displayed in the main screen. To help automate some of the report options, the reports also allow you to select a predefined facility or pollutant list. See Section 15.a for more information on how to create a user-defined list.

#### a. Facility Emissions Report

The Facility Emissions Report provides a summary of the emissions for a single or group of facilities. Emissions can be filtered by reporting year or the emissions can be compared between two years. The emissions can also be categorized by processes and summarized by county. In addition, this report also allows you to select the type of pollutant you wish to report.

To create a Facility Emissions Report, select *Create Reports\Facility Emission Report* in the main menu.

0	All Excitition	Step 3: Choose Pollutants to Report
Ð	Select One Facility	Air Foliularius     Select One Belli tant
		Select One Polititant
Ð	User Defined Facility List	Covine Pollutante
	Select a List	Criteria Pollutants
	Browse Edit / Create	Chemical Groups
		Select a Group
ep	2: Select Report Type and Year Facility Emission Summary	O User Defined Pollutant List
	Colord Mana	Select a List 👻
	2 Check All Years	Browse Edit / Create
5	Include County Summary Include Process Data Include Confidential Data Check Facilities Compare Two Years Emissions	Facility ID     Facility List     Pollutant ID     Pollutant Name
	Year 1 2 💌 Year 2 💌	Step 5: Report Format
	Report Facilities That Have Both Years	Rich Text
	Report All Selected Facilities	O CSV File
	Check Facilities	
po	rt notes typed here will be saved to the report.	

# b. Areawide Source Emission Report

The Areawide Source Emission Report provides a summary of emissions for a single or group of areawide sources. Emissions can be reported by reporting year or the emissions can be compared between two years.

To create an Areawide Source Emissions Report, select *Create Reports\Areawide Source Emissions Report* in the main menu.

2I53053032250000  1 SFIBA           2I52052091160000  6 SVICOL           2I51050090000000  9 LT ED           4I53053032250000  1 SFIBA	Select Years
4 52052091160000  6 SV COL 4 51050090000000  9 LTIED	Compare Two Years Area Sources Emissions
Gheck All Sources Uncheck All Sources	Step 3: Report Format     Rich Text     CSV File

# c. Quality Assurance Report

The Quality Assurance Report is intended to provide various checks on the consistency and completeness of the data contained in the database.

To create a Quality Assurance Report, select *Create Reports\Quality Assurance Report* in the main menu.

## d. Prioritization

The HARP EIM performs the prioritization calculations in accordance with the guidelines set forth by the CAPCOA in the document entitled CAPCOA Air Toxics "Hot Spots" Program Facility Prioritization Guidelines (August 2016). In addition, the HARP EIM automatically applies the appropriate molecular weight adjustment factor (MWAF) for each Hot Spots substance; therefore, facility emissions should not be manually adjusted before entering them into the HARP EIM (see Chapter 4 of the OEHHA Guidance Manual for an example calculation, or the Emission Inventory Criteria Guidelines for reporting guidance).

Prioritization scores are used to determine which facilities shall complete a health risk assessment for the "Hot Spots" Program. Prioritization scores should not be interpreted as estimates of potential health impacts. Only a health risk assessment can provide those types of estimates. This functionality is intended for District use.

Below is an overview of the prioritization process in the HARP EIM.

# *i.* Data Needed to Calculate a Prioritization Score

In addition to the facility information, the data listed below must be entered before a prioritization score can be calculated. Refer to the following sections for more information about the data. Please note that release height is needed for prioritization score calculation for the Dispersion Adjustment Procedure. When a stack or stack height is not specified for a process, a zero release height is assumed in the calculation.

- Pollutant emissions (Section 8.e)
- Adjustment factors (Section 13.d.iii)
- Distance to the nearest receptor (Section 13.d.ii)

In lieu of manually entering the nearest receptor distance, the HARP EIM can calculate it using the following:

- Facility property boundaries (Section 8.a)
- Source or release locations (Section 8.b)
- Sensitive receptor locations (Section 10)

# *ii. Distance to the Nearest Receptor*

The receptor proximity adjustment factor used in the prioritization score calculation is based on the distance from the facility release point to the nearest receptor. The

nearest receptor distance is determined from the facility property line to the nearest potential receptor and the distance from the facility's nearest emitting source to the facility's property line. For more information, see Appendix C and F in the CAPCOA Air Toxics "Hot Spots" Program Facility Prioritization Guidelines.

The nearest receptor distance can be manually entered or calculated by HARP EIM. The HARP EIM can calculate the nearest receptor distance for a single facility or a group of facilities. The nearest receptor distance can be calculated in the main screen of the HARP EIM or in the *Facility Data Entry Screen*. To access the *Facility Data Entry Screen*, select *Add/Edit Data\Facility and Emission Data*. This will open the *Facility Explorer*. Click *Edit* in the *Facility Explorer* to open the *Facility Data Entry Screen*.

To calculate the nearest receptor distance for a single facility, select the facility of interest in the *Facility Data Entry Screen* and click on the *Priority Calculation* node.



Click the calculator icon next to the *Receptor Proximity* field.

	3 Next Record Go To Settings		
Editing Facility - ID: 30	002   ABC CHEMICAL   Year: 2		
Facility ID Facility Address & Location Contact & Employee Info Building & Property Dimensi- Release Data (2)	Phonty Calculation Calculation Procedures I Emissions and Potency Procedure I Dispersion Adjustment Procedure		Î
- Device Data (1)	· · · · · · · · · · · · · · · · · · ·		
- Process Data (2)	Receptor Proximity (m) 260.56		
<ul> <li>Emission Data</li> <li>Toxics (10)</li> <li>Criteria (2)</li> <li>Other (0)</li> </ul>	Proximity Method Receptor ID=1 Name=MY RECEPTOR Proximity=260 East=256078.00 UTM North=571440.52	.56 m UTM	
Area Designation     Supplemental Data (0)     Priority Calculation     Fees & Reporting     Additional Info     Last Updated	Advanced Options Apply Priority, Proximity, and Noncancer Adjustments Apply Noninhalation Adjustments (Multipathway Pollutants) Egt		E
	Priority Score Calcu	late	
	Priority Score Calco	late 4.74	1.00
	Priorty Score Calco	4.74	
	Priorty Score Calco Highest Score Score Breakdown	4.74	
	Priority Score Calco Highest Score Score Breakdown Cancer Priority Score, Emissions and Potency Procedure	4.74 4.71	
,	Priority Score Calco Highest Score Score Breakdown Cancer Priority Score, Emissions and Potency Procedure Noncancer Priority Score, Emissions and Potency Procedure	4.74 4.71 4.74	

The receptor proximity will be calculated and automatically inserted into the field. The proximity method detailing the receptor information will also be filled in.

To calculate the nearest receptor distance for an individual or group of facilities, select the **Reports\Prioritization** from the main menu. In the **Prioritization** window, click **Edit** next to the **Apply Proximity, Priority, and Noncancer Adjustments** check box under **Advanced Option**.

Step 1: Choose Facilities to Report     Al Facilities     Select One Facility	Step 4: Optional Adjustm Apply Proximity, Priority Apply Noninhalation Ac	ents for Calculation , and Noncancer Adjustments Edit ijustments (Multipathway Polluta	
User Defined Facility List Select a List Browse Edit / Create	Step 5: Report Display O Breakdown	Include	
Step 2: Select Reporting Year Select a Year 2 •	By Paciaty     By Process     By Pollutant	Creasons     Receptor Proximity     Optional Factors	
Crick pactures     Step 3: Choose Procedure     Finisions and Potency Procedure     Dispersion Adjustment Procedure	Step 6: Report Format	Step 7: Sort Report By Facility Highest Score Facility ID Source Type	
eport notes typed here will be saved to the repo	ort.	×	
Calcula	te and Create Report		

Then click the *Receptor Proximity Tool* menu option and select one of the calculation options.

File R	Receptor Proximity Tool						
Facility	Calculate Proximity for	Selected Fa	cilities	District	Year	Annual Hours	Proximity (m)
001	Calculate Proximity for	All Facilitie	e	SD	2	8760	587.2839
001	FUN REFAILUM	3/	30	SD	2	8760	3000
000	DOUGS WHATN	37	SD	SD	2	8760	0.00010264
001	STATE STREET	42	SCC	SB	2	8760	
3002	ABC CHEMICAL	37	SD	SD	2	9760	200.50
						0700	200.00
					, r	0.00	200.30

# iii. User-Specified Factors for Prioritization

Below is a description of each of the user-specified factors for prioritization.

#### Receptor Proximity Adjustment Factor (Within 50m)

This adjustment factor is intended to provide additional weighting for receptor proximities that are less than or equal to 50 meters. This factor is multiplied with the total priority score and a zero of this factor is treated as one. By default, receptor proximities that are between zero and less than 100 meters use one for the adjustment factor. For more information, see Appendix C and F in the CAPCOA Air Toxics "Hot Spots" Program Facility Prioritization Guidelines.

You can view and edit this factor by selecting the facility of interest in the *Facility Data Entry Screen* and clicking on the *Priority Calculation* node. Then click *Edit* next to the *Apply Priority, Proximity, and Noncancer Adjustments* check box under *Advanced Option*.

diting Facility - ID: 300	2   ABC CHEMICAL   Year: 2		
Facility ID     Facility Address & Location     Contact & Employee Info     Building & Property Dimensi     Release Data (2)     Durice Data (1)	Priority Calculation Calculation Procedures Calculation Procedures C Emissions and Potency Procedure Recentor Provinity	! Procedure	*
- Process Data (2)	Receptor Proximity (m) 260.56		
⊟ Emission Data — Toxics (10) — Criteria (2) — Other (0)	Proximity Method Receptor ID=1 Name=MY RECEPTOR Pr East=256078.00 UTM North=571440.52	oximity=260.56 m UTM	
Supplemental Data (0)     Priority Calculation     Fees & Reporting	Apply Priority, Proximity, and Noncancer Adjustments	Egit	=
- Additional Info - Last Updated	Apply Noninhalation Adjustments (Multipathway Poliuda		
- Last Updated	Apply Noninhelation Adjustments (Multipathway Poluda) Priority Score	Calculate	
- Additional Info - Last Updated	Apply Noninhelation Adjustments (Multipathway Poluda) Priority Score Highest Score	Calculate 4 74	
Additional Info Last Updated	Apply Noninhelation Adjustments (Multipathway Poluda) Priority Score Highest Score Score Breakdown	Calculate 4.74	
Additional Info Last Updated	Apply Noninhelation Adjustments (Multipathway Poludia) Priority Score Highest Score Score Breakdown Cancer Priority Score, Emissions and Potency Procedure	Calculate 4.74 4.71	
AddBonal Info Last Updated	Apply Noninhelation Adjustments (Multipathway Pollution Priority Score Highest Score Score Breakdown Cancer Priority Score, Emissions and Potency Procedure Noncancer Priority Score, Emissions and Potency Procedure	Calculate 4.74 4.71 4.74	
Additional info	Apply Noninhelation Adjustments (Multipathway Pollution Priority Score Highest Score Score Breakdown Cancer Priority Score, Emissions and Potency Procedure Noncancer Priority Score, Emissions and Potency Procedure Acute Priority Score, Emissions and Potency Procedure	Calculate 4.74 4.71 4.74 2.34	

	F	Receptor Prioximity and Noncancer Chronic Adjustment Factors
Receptor Proximity Adjustment	This adj 50m. T 100m is	utternet factor is intended to provide additional weighting for a receptor proximity that is less than or equal to insifactor will be multipled to the total priority score. By default, receptor proximities in the range of 0 to less than 1. See Appendix C in the CAPCOA Facility Prioritization Guidelines for more information.
Chronic Factor (Annual Operating Hours)	8760 This fac to conv	tor is used for calculating the noncancer chronic score. The annual average emissions are divided by this factor eff from average bis /yr to average bis/hr. By default, this factor is set to 8760 hr /yr.
		Priority Multiplier:
The priority multiplier in calculated using the fi actors.	applied to the to elds below. See	All facility priority score. A zero priority multiplier is treated as 1. The factor can be manually externed (above) or the CAPCDA Pacility Prioritization Guidelines for the list of oriteria that may be considered for user-defined
The priority multiplier is calculated using the fi actors. If you are using the fie Priority Multiplier = Pop	s applied to the to elds below. See ilds below to calc valation Density A Factor	A taro priority score. A zero priority multiplier is treated as 1. The factor can be manually entered (above) or the CAPCDA Facility Prioritization Guidelines for the list of oriteria that may be considered for user-defined ulated the priority multiplier, it will be automatically calculated using the following equation: djuttment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3 Description
The priority multiplier in calculated using the fi actors. If you are using the fie Priority Multipler = Pop Name Population Density Adjustment Factor	applied to the to elds below. See ids below to calc ulation Density A Factor	tal facility priority score. A zero priority multiplier is treated as 1. This factor can be manually entered (above) or the CAPOA Facility Prioritization Guidelines for the last of criteria that may be considered for user-defined usited the priority multiplier. It will be automatically calculated using the following equation: djustment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3         Description       This adjustment factor is intended to provide weighting based on the population density of the area of interest.
The priority multiplier is calculated using the fi actors. Y you are using the fire Priority Multipler = Pop Name Population Density Adjustment Factor User-Defined Factor	applied to the to leds below. See ids below to calic valation Density A	tal facility priority score. A zero priority multiplier is treated as 1. This factor can be manually entered (above) or the CAPOA Facility Prioritization Guidelines for the last of criteria that may be considered for user-defined usited the priority multiplier. It will be automatically calculated using the following equation: djustment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3         Description       This adjustment factor is intended to provide weighting based on the population density of the area of interest.
The priority multiplier is calculated using the fi actors. Fyou are using the field Norme Norme *opulation Density idjustment Factor Jser-Defined Factor 1 Jser-Defined Factor 2	a applied to the to leds below. See lids below to calc sulation Density A Factor	tal facility priority score. A zero priority multiplier is treated as 1. This factor can be manually entered (above) or the CAPOA Facility Prioritization Guidelines for the last of criteria that may be considered for user-defined usited the priority multiplier. It will be automatically calculated using the following equation: djustment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3         Description       This adjustment factor is intended to provide weighting based on the population density of the area of interest.
The priority multiplier is alculated using the fit actions. Tyou are using the fit hitotry Multiplier = Pop Name 2opulation Density Kijustment Factor Jser-Defined Factor 2 Jser-Defined Factor 2	s applied to the to elds below. See ilds below to calculation Density A Factor	A zero priority multiplier is treated as 1. The factor can be manually entered (blove) or the CAPCDA Facility Prioritization Guidelines for the lat of criteria that may be considered for user defined uside the priority multiplier, it will be automatically calculated using the following equation: djustment Factor + User-Defined Factor 1 + User-Defined Factor 3         Description         This adjustment factor is intended to provide weighting based on the population density of the area of interest.

You can also view this factor for multiple facilities by selecting **Reports\Prioritization** from the main menu. In the **Prioritization** window, click **Edit** next to the **Apply Proximity, Priority, and Noncancer Adjustments** check box under **Advanced Option**.

Step 1: Choose Facilities to Repo     All Facilities     Select One Facility	rt	Step 4: Optional Adjustm Ø Apply Proximity, Priority Apply Noninhalation Ad	nents for Calculation y, and Noncancer Adjustments djustments (Multipathway Pollutants)	
User Defined Facility List Select a List	*	Step 5: Report Display O Breakdown	ptions Include	
Browse Edit	/ Create	By Facility     By Device     By Process     By Pollutant	Emissions     Receptor Proximity     Optional Factors	
Step 3: Choose Procedure  Emissions and Potency Procedure  Dispersion Adjustment Procedure	re a	Step 6: Report Format Rich Text CSV File	Step 7: Sort Report By  Facility Highest Score  Facility ID  Source Type	
eport notes typed here will be sa	ved to the report.		<b>^</b>	
	Calculate an	d Create Report		

Then scroll to the *RPF within 50m* column.

lie nece	ptor Proximity 1001						
Year	Annual Hours	Proximity (m)	Proximity Method	RPF Winthin 50 m	Population Factor	Other Fact 1 Name	Other Fact 1
2	8760	587.2839					
2	8760	3000					
2	8760	0.00010264					
2	8760						
2	8760	260.56					

## **Priority Multiplier**

The priority multiplier provides additional weight to the total priority score. In the HARP EIM, this factor can be manually entered or calculated using the following equation below. The user-defined factors can be any one of the criteria as defined in the CAPCOA Air Toxics "Hot Spots" Program Facility Prioritization Guidelines. A zero priority multiplier is treated as one in the calculation.

Priority Multiplier = Population Density Adjustment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3

You can view and edit this factor by selecting the facility of interest in the *Facility Data Entry Screen* and clicking on the *Priority Calculation* node. Then click *Edit* next to the *Apply Priority, Proximity, and Noncancer Adjustments* check box.

		R	eceptor Proximity and Noncancer Chronic Adjustment Factors
actor Name	Factor	Descrip	ption
Receptor Proximity Idjustment		This adju 50m. Th 100m is	ustment factor is intended to provide additional weighting for a receptor prioximity that is less than or equal to is factor will be multipled to the total priority score. By default, receptor proximities in the range of 0 to less than 1. See Appendix C in the CAPCOA Facility Frioritzation Guidelines for more information.
loncancer hronic Factor Annual Operating Hours)	8760	This fact to conve	tor is used for calculating the noncancer chronic score. The annual average emissions are divided by this factor if from average bis/yr to average bis/hr. By default, this factor is set to 8760 hr/yr.
			Due Marte
The priority multipli alculated using the	ier is applie he fields be	d to the to low. See 1	Enormy Multiplier:
The priority multiple alculated using th actors. I you are using the inority Multipler = kame	ier is applie he fields be Population	d to the to slow. See to ow to calco Density Ar Factor	Honty Multipler:      tal facility priority score. A zero priority multipler is treated as 1. This factor can be manually entered (above) or     the CAPCOA Facility Prioritization Guidelines for the lat of oriteria that may be considered for user defined     ulated the priority multipler. It will be automatically calculated using the following equation:     guidment Factor + User-Defined Factor 3      Description
The priority multipli alculated using th actors. 'you are using th inority Multipler = <b>kame</b> Population Density idjustment Factor	ier is appliene fields below e fields below Population	d to the to low. See I ow to calcu Density Av Factor	Honry Multipler:     tal facility priority score. A zero priority multipler is treated as 1. The factor can be manually entered (above) or the CAPCOA Facility Prioritization Guidelines for the list of oriteria that may be considered for user-defined     ulated the priority multipler, it will be automatically calculated using the following equation:     dustment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3
The priority multipli alculated using th actors. 'you are using th 'northy Multipler = <b>kame</b> 'opulation Density idjustment Factor Jser-Defined Fact	e fields below Population	d to the to low. See I ow to calco Density Av Factor	Honry Multipler:      tal facility priority score: A zero priority multipler is treated as 1. The factor can be manually entered (above) or     the CAPCOA Facility Prioritization Guidelines for the lat of criteria that may be considered for user-defined     ulated the priority multipler, it will be automatically calculated using the following equation:     guidtment Factor = User-Defined Factor 1 = User-Defined Factor 2 = User-Defined Factor 3      Description      This adjustment factor is intended to provide weighting based on the population density of the area of interest.
The priority multiple alculated using the actors. You are using the hority Multipler = <b>Name</b> Population Density idjustment Factor Jser-Defined Fact	er is applie he fields below Population	d to the tot low. See to ow to calco Density Ar Factor	Honry Multipler:      tal facility priority score. A zero priority multipler is treated as 1. The factor can be manually entered (above) or     the CAPCOA Facility Prioritization Guidelines for the lat of criteria that may be considered for user-defined     ulated the priority multipler, it will be automatically calculated using the following equation:     guidtment Factor = User-Defined Factor 1 = User-Defined Factor 2 = User-Defined Factor 3      Description      This adjustment factor is intended to provide weighting based on the population density of the area of interest.
he priority multipl alculated using th sctors. you are using th forty Multipler = lome opulation Density djustment Factor	ier is applie he fields belo Population	d to the to low. See t ow to calco Density Ar Factor	Honry Multipler:     Ital facility priority score. A zero priority multipler is treated as 1. This factor can be manually entered (above) or     the CAPCDA Facility Prioritzation Guidelines for the last of criteria that may be considered for user-defined     ulated the priority multipler. It will be automatically calculated using the following equation:     djustment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3     Description     This adjustment factor is intended to provide weighting based on the population density of the area of Interest.

You can also view and edit this factor for multiple facilities by selecting *Reports\Prioritization* from the main menu. In the *Prioritization* window, click *Edit* next to the *Apply Proximity, Priority, and Noncancer Adjustments* check box.

Step 1: Choose Facilities to Report     All Facilities     Select One Facility	Step 4: Optional Adjustm Apply Proximity, Priority Apply Noninhalation A	ents for Calculation , and Noncancer Adjustments djustments (Multipathway Pollutants) Egit
User Defined Facility List	Stap 5: Rapat Diaplay 0	ntiona
Select a List  Browse Edit / Create  Step 2: Select Reporting Year Select a Year Check Eaclities	Breakdown     By Facility     By Pacility     By Process     By Pollutant	Include Emissions V Receptor Proximity V Optional Factors
Step 3: Choose Procedure   Emissions and Potency Procedure  Dispersion Adjustment Procedure	Step 6: Report Format Rich Text CSV File	Step 7: Sort Report By      Facility Highest Score      Facility ID      Source Type
eport notes typed here will be saved to the rep	ort.	<u>^</u>
	te and Create Report	

Then scroll to the *Priority Multiplier* column.

opulation	Other Fact1		Other Fact2		Other Fact3		Priority
actor	Name	Other Fact1	Name	Other Fact2	Name	Other Fact3	Multiplier
	-				_		
							6

#### Noncancer Adjustment Factor

This factor is used for calculating the noncancer chronic score. The annual average emissions are divided by this factor to convert from average lbs/yr to average lbs/hr. By default, this factor is set to 8760 hours per year.

You can view and edit this factor by selecting the facility of interest in the *Facility Data Entry Screen* and clicking on the *Priority Calculation* node. Then click *Edit* next to the *Apply Priority, Proximity, and Noncancer Adjustments* check box.

ile Edit Previous Record	Next Record Go To Settings		
diting Facility - ID: 30	02   ABC CHEMICAL   Year: 2		
Facility ID Facility Address & Location Contact & Employee Info Building & Property Dimensi- Release Data (2) ⊡ Process Data (2) ⊡ Process Data (2)	Priority Calculation Calculation Procedures V Emissions and Potency Procedure Receptor Proximity Receptor Proximity Receptor Proximity (m) 260.56	cedure	Ì
- Toxics (10) - Criteria (2) - Other (0)	Proximity Method Receptor ID=1 Name=MY RECEPTOR Proxim East=256078.00 UTM North=-571440.52	ty=260.56 m UTM	
- Area Designation - Supplemental Data (0) - Priority Calculation - Fees & Reporting - Additional Info - Last Updated	Advanced Options Advanced Options Advancer Adjustments Egit Apply Noninhalation Adjustments (Multipathway Pollut  a) Exception		Ŧ
- Area Jeegmanon Supplemental Data (0) - Phosty Calculation - Fees & Reporting - Additional Info - Last Updated	Advanced Options Advanced Advatments Apply Priority, Proximity, and Noncancer Adjustments Apply Noninhalation Adjustments (Multipathway Pollut) Priority Score	Calculate	
- Area Jeeggnation - Supplemental Data (0) - Photty Calculation - Frees & Reporting - Additional Info - Last Updated	Advanced Options Advanced Advatments Apply Priority, Proximity, and Noncancer Adjustments Advatments Advatments (Multipathway Pollut) Priority Score Highest Score	Calculate 4.74	
- Area Jeegnasion Supplemental Data (0) - Phonty Calculation - Frees & Reporting - Additional Info - Last Updated	Advanced Options Advanced Advattments Adva	Calculate 4.74	
- Area Jeegnasion - Supplemental Data (0) - Phonty Calculation - Frees & Reporting - Additional Info - Last Updated	Advanced Options Advanced Advanced Advancer Adva	Calculate 4.74 4.71	F
Area Jeegnasion Supplemental Data (0) Phonty Calculation Frees & Reporting Additional Info Last Updated	Advanced Options Advanced Apply Priority, Proximity, and Noncancer Adjustments Apply Priority, Proximity, and Noncancer Adjustments Priority Score Priority Score Highest Score Score Breakdown Cancer Priority Score, Emissions and Potency Procedure Noncancer Priority Score, Emissions and Potency Procedure Noncancer Priority Score, Emissions and Potency Procedure	Calculate 4.74 4.71 4.74	F

		Re	eceptor Prioximity and Noncancer Chronic Adjustment Factors
Factor Name	Factor	Descrip	tion
Receptor Proximity Idjustment		This adju 50m. Th 100m is 1	stmert factor is intended to provide additional weighting for a receptor prioximity that is less than or equal to is factor will be multipled to the total priority score. By default, receptor proximities in the range of 0 to less than 1. Sea, becaulty (in the CARDOL Exclusive Defaultscore C yieldesa & receptor proximities).
Voncancer Chronic Factor Annual Operating Hours)	8760	This fact to conve	or is used for calculating the noncancer chronic score. The annual average emissions are divided by this factor if from average los/yr to average los/yr. By default, this factor is set to 8760 hr/yr.
The priority multiple calculated using th actors. If you are using the	er is applie re fields bei Poor dation	d to the tot low. See t	Priority Multiplier: al facility priority score. A zero priority multiplier is treated as 1. This factor can be manually entered (above) or he CAPCOA Facility Prioritization Guidelines for the list of criteria that may be considered for user-defined Jated The priority multiplier. It will be automatically calculated using the following equation: : betweenet Exercise 1. Lister Defined Exercise 1. Lister Defined Exercise 2. Lister Defined Exercise 2.
The priority multiplic calculated using th actors. If you are using the Priority Multipler = If Name	er is applie he fields be Population	d to the tot low. See t ow to calcu Density Ac Factor	Priority Multiplier: al facility priority accre. A seen priority multiplier is treated as 1. This factor can be manually estered (above) or the CAPCDA Facility Prioritization Guidelines for the list of criteria that may be considered for user-defined dated the priority multiplier, it will be automatically calculated using the following equation: justment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3 Description
The priority multiple ralculated using th actors. If you are using the monty Multipler = I Name Population Density Vajustment Factor	er is applie re fields bet Population	d to the tot low. See t ow to calcu Density Ac Factor	Priority Multiplier: al facility priority acore. A zero priority multiplier is treated as 1. This factor can be manually entered (above) or the CAPCOA Facility Prioritization Guidelines for the lat of criteria that may be considered for user-defined lated the priority multiplier, it will be automatically calculated using the following equation: justment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3 Description This adjustment factor is intended to provide weighting based on the population density of the area of interest.
The priority multipli actualed using th actors. F you are using the horty Multipler = f Name Population Density Idjustment Factor Jser-Defined Facto	er is applie re fields bei Population	d to the tot low. See t ow to calcu Density Ac	Priority Multiplier: al facility priority acore. A zero priority multiplier is treated as 1. This factor can be manually entered (above) or the CAPCOA Facility Prioritization Guidelines for the lat of ortens that may be considered for user-defined lated the priority multiplier; it will be automatically calculated using the following equation: guidment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3  Description  This adjustment factor is intended to provide weighting based on the population density of the area of interest.
The priority multiple actors. Fyou are using the Priority Multipler = I Name Population Density Adjustment Factor Jeer-Defined Facto	er is applie te fields bei Population 7 or 1 or 2	d to the tot low. See t ow to calc. Density Ac	Priority Multiplier: al facility priority acore. A zero priority multiplier is treated as 1. This factor can be manually entered (above) or the CAPCOA Facility Prioritization Guidelines for the lat of ortens that may be considered for user-defined ated the priority multiplier; it will be automatically calculated using the following equation: guidment Factor + User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3  Description  This adjustment factor is intended to provide weighting based on the population density of the area of interest.
The priority multiple alculated using th actors. You are using the Youty Multipler = i Name Population Density djustment Factor Jser-Defined Facto Jser-Defined Facto	er is appliese fields below of fields below Population , , , , , , , , , , , , , , , , , , ,	d to the tot low. See t ow to calco. Density Ac	Priority Multiplier:  al facility priority acore. A zero priority multiplier is treated as 1. This factor can be manually settered (above) or he CAPCOA Facility Prioritization Guidelines for the list of orteris that may be considered for user-defined dated the priority multiplier; it will be automatically calculated using the following equation: guidment Factor - User-Defined Factor 1 + User-Defined Factor 2 + User-Defined Factor 3  Description  This adjustment factor is intended to provide weighting based on the population density of the area of interest.

You can also view and edit this factor for multiple facilities by selecting *Reports\Prioritization* from the main menu. In the *Prioritization* window, click the *Edit* button and scroll to the *Annual Hours* column.

Air Basin	District	Year	Annual Hours	Proximity (m)	Proximity Method	RPF Winthin 50 m	Pop
SD	SD	2	8760	587.2839			
SD	SD	2	8760	3000			
SD	SD	2	8760	0.00010264			
SCC	SB	2	8760				
SD	SD	2	8760	260.56			

## Noninhalation (Pollutant Specific) Adjustment Factors

This factor is used to give priority to the importance of noninhalation exposure for substances emitted by the facility. A zero of this factor is treated as one in the calculation. Factors can be applied to multipathway pollutants.

You can view and edit this factor by selecting the facility of interest in the *Facility Data Entry Screen* and clicking on the *Priority Calculation* node. Then click *Edit* next to the *Apply Noninhalation Adjustments (Multipathway)* check box.
ile calt Previous Record	Next Record Go To Settings		
diting Facility - ID: 30	02   ABC CHEMICAL   Year: 2		
Facility ID Facility Address & Location Contact & Employee Info Building & Property Dimensi Release Data (2)	Calculation Procedures           Image: Calculation Procedures           Image: Calculation Procedure           Image: Calculation Procedure      <		1
- Device Data (1)  - Process Data (2)	Receptor Proximity (m) 200 56 (m)		
Emission Data - Toxics (10) - Criteria (2) - Other (0)	Proximity Method Receptor ID=1 Name=MY RECEPTOR Proximity=260.50 East=256078.00 UTM North=571440.52	6m UTM	
- Area Designation	Advanced Options		5
Area Designation     Supplemental Data (0)     Priority Calculation     Fees & Reporting     Additional Info     Last Updated			
– Priority Calculation – Fees & Reporting – Additional Info – Last Updated	Apply Priority, Proximity, and Noncancer Adjustments		E
– Priority Calculation – Fees & Reporting – Additional Info – Last Updated	Apply Priority. Proximity, and Noncancer Adjustments		
- Photy Calculation - Fees & Reporting - Additional Info - Last Updated	Apply Priority, Proximity, and Noncancer Adjustments	e	
– Photy Calculation – Fees & Reporting – Additional Info – Last Updated	Apply Priority, Proximity, and Noncancer Adjustments	e 4.74	
- Photy Calculation Fees & Reporting - Additional Info - Last Updated	Apply Priority, Proximity, and Noncancer Adjustments	ie	
– Priotry Calculation – Fees & Reporting – Additional Info – Last Updated	Apply Priority, Proximity, and Noncancer Adjustments Apply Noninhalation Adjustments (Multipathway Pollunts) Edit  Priority Score  Righest Score  Score Breakdown Cancer Priority Score, Emissions and Potency Procedure	1e 4.74 4.71	
- Photy Calculation Frees & Reporting - Additional Info - Last Updated	Apply Priority, Proximity, and Noncancer Adjustments Apply Noninhalation Adjustments (Multipathway Pollunts) Edit Priority Score Calculat Highest Score Score Breakdown Cancer Priority Score, Emissions and Potency Procedure Noncancer Priority Score, Emissions and Potency Procedure	4.74 4.71 4.74	E

Pollutant ID	Abbrevated Name	Pollutant Factor	
	As cmpd(inorg)		=
1080	DiBenFurans(CI)		
1086	Dioxins-w/o		
1128	Lead cmp(inorg)		
1146	Ni RefineryDust		
1151	PAHs-w/o		
50328	B[a]P		
53703	D[a,h]anthracen		
56495	3-MeCholanthren		
56553	B[a]anthracene		
57976	7,12-DB[a]anthr		
58899	Lindane		
101779	4,4'-MeDianilin		
117817	Di2-EthHxPhthal		
189559	D[a,j]pyrene		
189640	D[a,h]pyrene		
191200	Día linurene		

You can also view and edit this factor for multiple facilities by selecting *Reports\Prioritization* from the main menu. In the *Prioritization* window, click *Edit* next to the *Apply Noninhalation Adjustments (Multipathway Pollutants)* check box.

Step 1: Choose All Facilities Select One F	Facilities to Report	Step 4: Optional Adjustm C Apply Priority, Proximity Apply Noninhalation Ac	ents for Calculation , and Noncancer Adjustments justments (Multipathway Pollutants)
C User Defined Select a List Browse Step 2: Select R Select a Year	Facility List  Edit / Create  eporting Year  2	Step 5: Report Display O Breakdown	ptions Include Emissions Ø Receptor Proximity Ø Optional Factors Breakdown By Pollutant
Check <u>Fac</u> Step 3: Choose I I Emissions and I Dispersion Ac	lities Procedure d Potency Procedure ijustment Procedure	Step 6: Report Format Rich Text CSV File	Step 7: Sort Report By  Facility Highest Score  Facility ID  Source Type
Report notes type	d here will be saved to the report.		*
	Calculate and Create Report	Calculate and Display D	etailed Score Breakdown

Pollutant ID	Abbrevated Name	Pollutant Factor	
	As cmpd(inorg)		=
1080	DiBenFurans(CI)		
1086	Dioxins-w/o		
1128	Lead cmp(inorg)		
1146	Ni RefineryDust		
1151	PAHs-w/o		
50328	B[a]P		
53703	D[a,h]anthracen		
56495	3-MeCholanthren		
56553	B[a]anthracene		
57976	7,12-DB[a]anthr		
58899	Lindane		
101779	4,4'-MeDianilin		
117817	Di2-EthHxPhthal		
189559	D[a,i]pyrene		
189640	D[a,h]pyrene		
191300	DIa Unvrene		-

## iv. Calculating the Prioritization Score

To calculate the prioritization score for a single facility, select the facility of interest in the *Facility Data Entry Screen* and clicking on the *Priority Calculation* node. Select the calculation method and adjustment options.



### Click Calculate.



Please note that the facility prioritization scores can only be printed under the report option in the main menu of the HARP EIM.

To print and calculate the prioritization scores for an individual or group of facilities, *Reports\Prioritization* from the main menu. In the *Prioritization* window, select the calculation method and adjustment options.



Then click Calculate and Create Report.

ep 1: Choose Facilities to Report <ul> <li>All Facilities</li> <li>Select One Facility</li> </ul>	Step 4: Optional Adjustm Apply Priority, Proximity Apply Noninhalation Ac	nents for Calculation y, and Noncancer Adjustments Edit djustments (Multipathway Pollutants) Edit
User Defined Facility List Select a List	Step 5: Report Display O	ptions
Browse Edit / Create	Breakdown By Facility	Include
tep 2: Select Reporting Year Select a Year -2 - Check Facilities	<ul> <li>By Device</li> <li>By Process</li> </ul>	Receptor Proximity     Optional Factors     Breakdown By Pollutant
terrissions and Potency Procedure     Dispension Adjustment Procedure	Step 6: Report Format	Step 7: Sort Report By      Facility Highest Score      Facility ID      Source Type
port notes typed here will be saved to the repo	ort.	÷
Calculate and Create Repo	alculate and Display D	etailed Score Breakdown

To view a detailed score breakdown, click *Calculate and Display Detailed Score Breakdown*.

	Die biedku	down		Device Score Breakdown	Process Score Breakdown	Pollutant Score Breakdown
YEAR	DIS	AB	CO			
2	SD	SD	37			
2	SD	SD	37			
2	SD	SD	37			
2	SD	SD	37			

This screen will allow you to see a breakdown of the facility prioritization score at the device, process, and emission levels. Each of the four panels may be resized to see more or less of the data. Each column may be sorted by clicking on it.

The first column displays the prioritization score at the facility level.

YEAR	DIS	AB	CO	FACID	FACNAME	FACCANCEREPP	FACNONCANCEREPP	FACACU
		SCC		3001	STATE STREET MANUFACTURING	0.0408		
-2	SD	SD	37	3000	DOUGS WHATNOT SHOP	14.025	2.85388136	1.875
-2	SD	SD	37	2001	PDQ REPAIR GUYS	2.04	0.0006849315	0
-2	SD	SD	37	3002	ABC CHEMICAL	0.1122	0.3	0.3
-2	SD	SD	37	1001	PROSPECT PRODUCTS	0	0.0007734375	0.0007734

Select a record to view the score breakdown at the device level.

doning bon	ore Breakd	lown		Device Sc	ore Breakdowr	1			Process Score Breakdown	Pollutant
YEAR	DIS	AB	CO	FACID	DEV_ID	DEV_Name	DEVCANCEREPP	DEVNONCANC		
2	SB	SCC	42	3002		DEVICE1	0.1122	0.3		
2	SD	SD	37							
2	SD	SD	37							
2	SD	SD	37							

Select a record to view the score breakdown at the process level.

dunity ou	ore brea	Device Score	Process 30	core breakdow	n					ant score brea
YEAR	DIS	FACID	FACID	DEV_ID	PRO_ID	Description	PROCANCEREPP	PRONONCANCEREPP	_	
-2	SB	3002	3002	1	1	PRO1 AT DEV1	0	0	C	
-2	SD		3002	1	2	PRO2 AT DEV1	0.1122	0.3	d	
-2	SD									
-2	SD									
-2	SD									
•	P. 1	< >	٠		-m				•	

Select a record to view the score breakdown at the emission level.

YEAR	ole blea	Device Score	Process Scor	e	Pollutant S	core Breakdow	vn					
	DIS	FACID	FACID		FACID	DEV_ID	PRO_ID	Poll_ID	Pol_Name	AnnualEms	HrMaxEms	EMSCANCERE
2	SB	3002	3002	1					As cmpd(inorg)			
2	SD		3002	1								
2	SD											
2	SD											
2	SD											

### **14. EXPORTING DATA**

This section describes how to export emission inventory data. Emission inventory data can be exported to a CEIDARS 2.5 Transaction File or a HARP database. The CEIDARS 2.5 transaction file format is described in the CEIDARS Data Dictionary at <a href="http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf">http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf</a>.

### a. Transaction File versus HARP Database

A transaction file is a CSV file based on the CEIDARS 2.5 transaction file format. It is also the same format used by the previous HARP version. If you are sharing data between different HARP versions, it is better to use a transaction file.

A HARP database is essentially a copy of the HARP user database except you can choose during the export process which data you wish to share. This database can also be connected directly by HARP without having to import the data. The HARP database also contains more inventory information that is not part of a transaction file.

### b. Export to a CEIDARS Transaction File

To export to a HARP CEIDARS 2.5 Transaction File, select **Export Data\Export to HARP CEIDARS 2.5 Transaction File** in the main menu. The data can be exported by selecting a reporting year; selecting a county, air basin, or district ID; or by using a user-defined list. Select the options on how you want to export the data. Click **Start**.

hoose Facilities to Export	Options
None	Do not include accords where
Select By Reporting Year 2	emissions were computed from POG/TOG ADC/PM10/PM2 5
Select a Facility	(This information should not be monthed to CEIDARS)
Select By County, Air Basin, and District	administration (or CELENTING)
County Ar Basin District	
User Defined Eacity List Bowse Edit / Coule	
oose Areawide Regional Sources	
None	
Select By Reporting Year 2 -	
Select By County, Air Basin, and District	
County Ar Basin District	
Select an Areawide Regional Source	
noose Receptors to Export	Please note that this feature will not export any user defined
None .	poliutants. User-defined poliutants
Select By County, Air Basin, and District	database. In addition, you must
County Ar Basin District	associated with your project.
Select By Receptor Group TUTORIAL +	
User Defined Receptor List	
Stat	

In the Save As Dialog Box, browse and enter a filename. Click Save.

	mputer      OS (C:)      HARPDemo	· · · · · · · · · · · · · · · · · · ·	Search HARPDe	mo	2			
Organize 🔹 Ne	w folder			800 -	0			
Documents	* Name	Date	modified	Туре				
J Music	🌽 BackupData	3/24	/2013 10:41 PM	File folder				
Pictures	dataoutput.tra	3/24	/2013 5:40 PM	TRA File				
HP_RECOVER	′ (C 🗸 🧹	m						
	dataoutput.tra				•			
File name:					•			
File name: Save as type:	HARP CEIDARS 2.5 Transaction File	e (*.tra)						

When the export is finished, a confirmation message will appear showing the location of the exported database. A copy of the file will be saved to the project. The filename will also appear in the **Output & Additional Files** node in the **Project Panel**.



### c. Export to a HARP Database

To export to a HARP database, select *Export Data\Export to HARP Database* in the main menu. The data can be exported by selecting a reporting year; selecting a county, air basin, or district ID; or by using a user-defined list. Select the options on how you want to export the data. Click *Start*.

Choo	ise Facilities to Export
0	None
0	Select By Reporting Year 2
0	Select a Facility
0	Select By County, Air Basin, and District
	County Air Basin District
O	User Defined Facility List
Choo	use Areawide Regional Sources
۲	None
0	Select By Reporting Year 2
0	Select By County, Air Basin, and District
	County Air Basin District
0	Select an Areawide Regional Source
Choo	ose Receptors to Export
0	None
0	Select By County, Air Basin, and District
	County Air Basin District
0	Select By Receptor Group TUTORIAL *
0	User Defined Receptor List Browse Edit / Create
	Start

🕽 🔵 🗢 📕 🕨 Compute	er 🕨 OS (C:) 🕨 HARPDemo 🕨	<b>▼</b>   <del>4</del> <del>9</del>	Search HARPDe	mo 🖇
Organize 👻 New fold	er			III • 🔞
📃 Recent Places 🔺	Name	Da	te modified	Type
	🎉 BackupData	3/2	4/2013 10:41 PM	File folder
	HARPDemo.mdb	3/2	4/2013 10:50 PM	Microsoft Access
Music  Pictures Videos  Momegroup	心 UDHARPDemo.mdb	10,	31/2011 7:18 AM	Microsoft Acces
· Committee ·	•			
File name: HAR	PExport			•
Save as type: Micro	osoft Office Access (*.mdb)			
Querer			Save	Cancel

In the Save As Dialog Box, browse and enter an filename. Click Save.

When the export is finished, a confirmation message will appear showing the location of the exported database. A copy of the file will be saved to the project. The filename will also appear in the **Output & Additional Files** node in the **Project Panel**.



### **15. ADVANCED FEATURES**

This section describes some of the advanced features and tools that are available in the HARP EIM.

#### a. User-Defined Lists

User-defined lists are used to help automate some of the features (e.g., creating reports or exporting data) in the HARP EIM. There are three types of user-defined lists available which include facility, pollutant, and receptor lists.

To create a user-defined list, select **Tools\Create User-Defined List** in the main menu and select the list type. Lists can also be created in the explorer screens.

+ Add to List	A Move Up Move Dow	'n					
Facility ID	Facility Name	County	Air Basin	District	Year		
2001	PDQ REPAIR GUYS	37	SD	SD			
3000	DOUGS WHATNOT SHOP	37	SD	SD	2		
1001	PROSPECT PRODUCTS	37	SD	SD	2		
3002	ABC CHEMICAL	37	SD	SD	2		

The table below describes the menu options in the *List*.

Name	Description
File\Save	Saves the list
File\Save As	Saves the list under a new filename
File\Import List	Append a list to the current list
Edit\Restore List	Restores changes made to the list
Edit\Clear List	Clears the list of all data
Edit\Delete	Deletes the current focused record from the list
Edit\Remove Duplicates	Removes duplicate entries from the list
Edit\Select All Rows	Selects all rows on the list
Add to List\Select from Database	Add records by selecting records in the user database
Add to List\Select by CO/AB/DIS	Add records by selecting the county, air basin, or district id
Add to List\Select by Radius	Add records within the range of a facility origin or receptor location
Move Up	Moves the select row up one spot
Move Down	Moves the select row down one spot

#### b. SQL Viewer

The SQL Viewer is essentially a SQL client that allows you to run SELECT, UPDATE, DELETE, and INSERT statements against your user database. Data retrieved from this tool can be exported to a CSV file. In order to use this tool, you should have experience using SQL. To access the SQL Viewer, select **Tools\Database Utilities\SQL Viewer** in the main menu.

SQL Browser File + Edit + Look in: Project Dat SQL Lat COADDIS BLOG CHK COADDIS DEV CHK COADDIS DEV CHK COADDIS DEV CHK COADDIS EXCESS CHK COADDIS FROCHTS COADDIS FROCHTS COADDIS FROCHTS COADDIS SUP CHK COADDIS SUP CHK COADDIS SUP CHK COADDIS SUP CHK COADDIS SUP CHK COADDIS SUP CHK COADDIS SUP CHK EMISSION CHK 1 EMISSION CHK 2 EMISSION CHK 4 EMISSION CHK 4 EMISSION CHK 2 EMISSION CHK 2 E	Constant Sector Constant Sector
HACILIIISE BMII FACILIIY CHK 1 FACILIYY CHK 2 FACILIYY CHK 3 PROCESS CHK 3 PROCESS CHK 2 PROCESS CHK 2 PROCESS CHK 3 Number of Records: 35	

When the SQL Viewer opens, the **SQL Browser** appears in the center of the window. The SQL Browser is designed to help you build SQL statements and displays a list of prebuilt queries (left panel). The prebuilt queries are the same ones available in the query screens; however, you can directly edit the queries or create new default queries in this screen.

SQL Browser						8	-			
File - Edit - Look in: Pr	oject Data	abase 🔹	Get Table F	ield Names						
SQL List		Description								
COABDIS BLDG CHK		Returns facilitie	s that emit formaldeh	yde						
COABDIS BEDGPN IS CHK		al1								
COABDIS EMS CHK		ACILITIES EMIT								
COABDIS EXCESS CHK	Ex	Export to CSV file								
COABDIS PRO CHK										
COABDIS PROP CHK	_	YEAR	FACID	CO	AB	DIS				
COABDIS PROPPNTS CHK		2				SD				
COABDIS STUCHK										
DEVICE CHK 1										
EMISSION CHK 1										
EMISSION CHK 2										
EMISSION CHK 3							E			
EMISSION CHK 5										
EMISSION SUM										
EXCESS CHK 1										
EXCESS CHK 2										
EACILITIES EMIT										
FACILITY CHK 1										
FACILITY CHK 2										
FACILITY CHK 3										
PROCESS CHK 2										
PROCESS CHK 3										
Number of Records: 35										
	Nur	nber of Records:	1							
						1.434				

The table below describes the menu options in the SQL Browser.

Name	Description
File\New Query	Select from a list of prebuilt queries
File\Save	Saves the query
File\Save As	Saves the query under a new filename
Edit\Delete Query	Deletes a query
Look in	Selects the database to run the query against
Run Query	Executes the query
Get Table Field Names	A lookup tool to help build a query. The user can view the
	available table and column names in the database.

## c. Importing Data Using a Microsoft Excel Spreadsheet

The *Facility Data Entry Screen* has the ability to import facility and emission data using a Microsoft Excel 2000-2003 Spreadsheet. While you can import multiple facilities using a spreadsheet, this program is currently setup to only allow you to import release, device, process, and emission data for a single facility at a time. This section describes how to setup a spreadsheet and how to import the data into the *Facility Data Entry Screen*.

### i. Setting up an Excel File

Unlike a CEIDARS 2.5 transaction file, data imported via a spreadsheet provides some flexibility. In the spreadsheet, data fields can be out-of-order and not every field as defined in the CEIDARS 2.5 transaction format is needed.

To setup the spreadsheet, open a blank spreadsheet. It is recommended that you create at least five worksheets and rename each worksheet according to the data type (i.e., facility, release, device, process, and emissions). This will help you identify which worksheet belongs with which data type when the spreadsheet is imported into the HARP EIM.

14							
4 4 9 91	FACILITY	RELEASE	DEVICE	PROCESS	EMISSIO 4	IIII	▶
Ready						100% -	 

Next, refer to the CEIDARS 2.5 transaction format to see the list field names and descriptions. The transaction format can be found in the CEIDARS DATA Dictionary at <a href="http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf">http://www.arb.ca.gov/app/emsinv/dist/doc/datadict.pdf</a>. Field names should be entered in to the first row of the worksheet. This is how the HARP EIM will recognize and parse the data in the worksheet.

	ile Ho	ome In	isert Pa	ge Layout	Formulas	Data	Review View	Yee Com	mands Tear	m 🛆 🕜 🗆	9 2
Pa	ste 🛷	Arial B 2	U Sont	10 * A A *	≡ = = E Ξ Ξ 译 译 る Alignmen	) =	General ▼ \$ ▼ % ' •.00 →.00 Number 5	A ityles	➡ Insert ▼ ➡ Delete ▼ ➡ Format ▼ Cells	Σ * 27* 	
	A7		- (		1x						
24	A	в	C	U	E	F	G	н		J	K
1	FACID F	NAME	CO	AB	DIS F	STREET	FCITY	FZIP	YEAR		
2	10		J+	51	500 12		SAGINAMENTO		+ 2001		

The table below lists the required files by data type.

Data Type	Required Fields
Facility	FACID = facility ID, YEAR = reporting year, CO = county, AB = air basin, DIS = District
Release	STK = release ID
Device	DEV = device ID
Process	DEV = device ID, PROID = process ID
Emissions	POL = pollutant ID, DEV = Device ID, PROID = process ID

Next, add your data in the subsequent rows under the appropriate field names. Then save your spreadsheet.

F	ile	Home Ir	nsert Pa	ge Layout	Formul	as Data	Review View	Ye	e Com	nands Tear	n 🛆 🕜 🗆	ē	23
4	کل 🛤	Arial	*	10 -	= =		General *	1		Insert *	Σ · 27-		
ų		B	. U -	A .	ΕΞ		\$ - % ,	1	2	Delete -	a - # -		
Pa	ste 🦼		8-	A .			€.0 .00	Sty	les H	Eormat x	0-		
		1000 T	× · ·	-	17- 17-	*	.00 .0		6	Format	2		
clip	board	ж	Font	(ai	Alignr	nent G	Number 🕞			Cells	Editing		-
	А	7	- (*		fx								~
4	A	В	С	D	E	F	G		Н	1	J	K	E
1	FACID	FNAME	CO	AB	DIS	FSTREET	FCITY		FZIP	YEAR			1
2	1	A1	34	SV	SAC	123 A ST	SACRAMEN	ТО	95814	2001			1
3	2	A2	34	SV	SAC	123 B ST	SACRAMENT	ТО	95814	2002			1
4	3	A3	34	SV	SAC	123 C ST	SACRAMEN	ТО	95814	2003			
5	4	A4	34	SV	SAC	123 D ST	SACRAMEN	го	95814	2004			
6	5	A5	34	SV	SAC	123 E ST	SACRAMEN	ТО	95814	2005			
7													
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### *ii.* Excel Import Instructions

The table below lists how to access the import feature by data type.

Data Type	How to access the import feature
Facility	FileVmport Facility DataVmport Tabular Data using an Excel File in the main menu of the Facility Data Entry Screen
Release	Click on the <b>Release</b> node in the <b>Facility Data Entry Screen</b> . Click <b>Import</b> <b>Data\ Import Tabular Data using an Excel File</b>
Device	Click on the <b>Device</b> node in the <b>Facility Data Entry Screen</b> . Click <b>Import</b> <b>Data\Import Tabular Data using an Excel File</b>
Process	Click on the <b>Process</b> node in the <b>Facility Data Entry Screen</b> . Click <b>Import</b> <b>Data\ Import Tabular Data using an Excel File</b>
Emissions	Click on the one of the nodes (i.e., <b>Toxics</b> , <b>Criteria</b> , <b>Other</b> ) under <b>Emission</b> <b>Data</b> in the <b>Facility Data Entry Screen</b> . Click <b>Import DataVmport Tabular</b> <b>Data using an Excel File</b>

The steps for each data type are essentially identical. This section shows how to import release data from a spreadsheet.

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	C2		<b>-</b> (n	fx POI	NT						~
A	A	В	C	D	E	F		G	Н	1	E
1	STK	STACKN	A SRCTYP								-
2	1	1 Stack1	POINT								=
3	2	2 Stack2	POINT								
4	1	3 Stack3	POINT								
5	4	4 Stack4	POINT								
6											
7											w

Click on the **Release** node in the **Facility Data Entry Screen**. Click **Import Data Linport Tabular Data using an Excel File**.



Browse and select the spreadsheet. Click **Open**.

Organize • New fo	older	800	• 🔳 🔞
🔆 Favorites	Name	Date modified	Туре
E Desktop	🔒 BackupData	3/24/2013 10:41 PM	File folder
Downloads	ExcelImportDemo.xls	11/23/2011 8:27 AM	Microsoft Excel 9
Documents			
Documents     Music     Pictures     Videos			
Libraries     Documents     Music     Pictures     Videos     Homeoroup	m		,

Select the worksheet containing the release data in the drop-down box and click Load.



The program will load the release data into the data grid. The primary keys based on the parent facility record will be automatically filled in. At this time, you may fill in any blank fields before saving the information to the database. Please note that any existing records with the same primary keys will be overwritten. Click **Save to Database** to import the release data.

Sele	ected Exc	el Worksheet:	RELE	ASE\$	-	Load	)			
	CO	FACID	AB	DIS	STK	YEAR	STACKNAME	AIRS_STACK	STKHT	S
	37	3002	SD	SD	1	2	Stack1			
	37	3002	SD	SD	2	2	Stack2			
	37	3002	SD	SD	3	2	Stack3			
	37	3002	SD	SD	4	2	Stack4			

You will receive an informational message about orphaned records. Orphaned records are not associated with the parent facility record. This means the primary keys used to identify a facility record do not match with the primary keys of a release record. Click **OK** to continue.

i	Please note that can only import	t orphaned record t records that are	ds will not be impor associated with a p	ted. This feature arent record.
				ОК

You will receive a confirmation message that the data has been saved. Click **OK** to continue.



Finally, verify that the release data has been saved in the Facility Data Entry Screen.

Add Release Release List	Edit Delete	Import Duplicate	Change Release ID	
			Change Release ID	
ID	Name	Source_Type	Last_Updated	
1	Stack1	POINT		
2	Stack2	POINT		
3	Stack3	POINT		
4	Stack4	POINT		
	1 2 3 4	Stack1           2         Stack2           3         Stack3           4         Stack4	I     Stack1     POINT       2     Stack2     POINT       3     Stack3     POINT       4     Stack4     POINT	I     Stack1     POINT       2     Stack2     POINT       3     Stack3     POINT       4     Stack4     POINT

### d. Exporting a Keyhole Markup Language File

Keyhole Markup Language File (KML) is an Extensible Markup Language (XML)-based language for managing and storing geospatial data. KML is an open standard for all geobrowsers. The HARP EIM also uses KML files as a way to verify that the facility property and building boundaries are correct using a geobrowser like Google Earth.

At this time, the *Facility Data Entry Screen* is the only area where you can export a single facility geospatial data (i.e., facility origin, release locations, property, and building boundaries) to KML file.

To export your facility information to a KML file, select the **Building & Property Dimensions** node in **Facility Data Entry Screen**.



Next, select *Chart Options Export to a KML file* in the *Building & Property Dimensions* tab page.

diting Facility - ID: 3002   ABC C	HEMICAL   Year: 2	
Fealty / D — Fealty / Adves & Locaton — Cortad & Encloyee Hri — Belading & Proceed Demotions — Release Data (1) — Dence Data (1) — Dence Data (1) — Encient Data — Encient (10) — Once (10) — Once (10) — Once (10) — Once (10) — Pretry Calculation — Pretry Calculation — Additional Hrie — Late Updated	Bulding breedy Unmandel Bulding Data Chart Options Bulding Data ID Show Coordinates in UTM WSS84 ID Show Coordinates in UTM WSS84 ID Show Caelling Origin 102 Show Property Data 103 Print Chart ID Provide Chart	Pan None Zom Zom Out Reare Pro Ado Size
[ <del></del> ]		European X A X A
cord Navigation 0 Warning(s)		racinty origin A: 0 T: 0

Then specify a filename and click **Save**.

	I Disk (C:)  HARPDemo		10	۶
Organize 🔹 New	folder		11 ·	
🚖 Favorites	A Name	Date modified	Туре	
E Desktop	3 BackupData	3/14/2013 2:22 PM	File folder	
😹 Downloads	E S FacilityBoundaries.kml	3/26/2013 10:41 AM	KML File	
<ul> <li>Libraries</li> <li>Documents</li> <li>Music</li> </ul>				
Libraries Documents Music Pictures Videos	+ *			
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If a geobrowser like Google Earth is already installed on your desktop, you can double-click on the file to open it. Otherwise, please refer to your geobrowser instructions on how to load the KML file.

#### e. GeoTranslator

The GeoTranslator is a tool designed to convert coordinates from one system to another. However, the coordinate systems available are restricted to the systems used by CEIDARS. This tool is included as part of the HARP EIM installation package and can be accessed outside of the HARP EIM. To open this program, there is a shortcut in the HARP folder on your desktop. The tool may also be accessed under **Tools\GeoTranslator** in the main menu of the HARP EIM.

Please refer to GeoTranslator's internal help screen for more information on batch processing.



### f. Creating a Zip Archive

The HARP EIM has the ability to compile a project to a zip file so it can be easily shared between HARP users. This feature essentially takes the guess work out of what is needed to be saved. However, in order to use this feature, 7-Zip must be installed to your desktop. 7-Zip is an open source file archiving tool and is free software under the GNU Lesser General Public License.

To zip a project, select **Tools\Add Project to Zip Archive** in the main menu of the HARP EIM and then select a location where to save your project.

If 7-Zip is installed to another location on your desktop, you will need to adjust the program settings to point to the correct location on your desktop. The file path must connect to a file called **7z.exe**. To change the file path settings for 7-Zip, select **Tools\Settings** and click on the **7-Zip** tab. Click **Browse** and find the location of the file called **7z.exe**.

ser-Defined	d Database	7-Zip	Program Access Log	
Description	1			
7-Zip is ar inventory installed o is free soft	n opensource project to a n your syste tware distribut	e file arch zip archiv m. It is r	hiver that can be used to pa ve. In order to use this featu not part of the HARP installa er the GNU Lesser General	acakage an emissior ure, 7-Zip must be tion package. 7-Zip Public License.
If you hav	e installed 7	-Zip to a	different directory, you will r	need to change the
C1 .1 .1			Jame Kalana	
file path in	the connec	tion wind	dow below.	
file path in	the connec		dow below.	
file path in 7-Zip Web	the connect	tion wind	dow below.	
7-Zip Wet	osite w.7-zip.org	tion wind	dow delow.	
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Tile path in 7-Zip Wet http://ww Connection File Path:	bosite w.7-zip.org C:\Program The file pat	n Files\7	-Zip\7z.exe	Browse

### g. HARP CEIDARS 2.5 Validation Tool

The HARP CEIDARS 2.5 Validation Tool is a tool for validating transaction files based on the CEIDARS 2.5 file format. This tool is included as part of the HARP EIM installation package and can be accessed outside of the HARP EIM. To open this program, there is a shortcut in the HARP folder on your desktop. The tool may also be accessed under **Tools\Validate a HARP CEIDARS 2.5 Transaction File** in the main menu of the HARP EIM.

File:		Browse
Validation Options		
Check for orphaned reco	ords (e.g., emission records without a faci	lity record)
Check to see if all manda	atory fields are filled (e.g., SIC)	
Check for valid codes en	tries (i.e., COABDIS, SIC, SCC)	
Check for obsolete pollut	ants (This option will not update or delete	e pollutants.)
Check for facilities without	ut emissions	
Check for releases without	ut emissions	
Check for processes with	nout emissions	
Check for releases witho	ut processes	
	Start Cancel	

To use this program, click **Browse** and select a CEIDARS 2.5 transaction file. Check the validation options you want the tool to perform in the screen. Then click **Start** to begin the validation. When completed, a log screen will appear. Any errors detected will be displayed in the log screen.

,	
File Fix Old Pollutant IDs	
Checking transaction file structure Importing to temporary tables Checking for orphan records Checking for valid code entries Checking for solete pollutants Checking for required fields Checking for releases without emissions Checking for releases without emissions Checking for releases without processes Finished	

# **16. TECHNICAL SUPPORT**

For technical assistance, please send an email to <u>harp@arb.ca.gov</u>.