

2017 Utah Air Agencies Oil and Gas Emissions Inventory

**Workbook Webinar Q&A**

Q. Are there any definitions for terms used in the workbook?

A. Definitions and clarifications may be found in the “Emissions Inventory Workbook Instructions” document as well as footnotes on the tabs (refer to the bottom left corner of each sheet). If you feel a definition is lacking, please contact UDAQ (Greg Mortensen, gmortensen@utah.gov, (801) 536-4018) with the specific term or concept.

Q. If a facility is shut-in for the entire year, should the facility be reported?

A. No. Only facilities with some level of production during the year should report. Additionally, a shut-in would likely not have uncontrolled actual emissions greater than 1 tpy of PM<sub>10</sub>, PM<sub>2.5</sub>, oxides of nitrogen, oxides of sulfur, carbon monoxide, or volatile organic compounds, and would thus be exempt from the emissions inventory.

Q. If there is a specific piece of inactive piece of equipment at a facility I am reporting for, should I report it?

A. No. You only need to report equipment which operated during requested calendar year. However, you may wish to report the equipment, but provide zeros for activity fields (e.g. hours of operation), to make future reporting easier.

Q. What if the emission threshold to be required to report to the oil and gas emissions inventory?

A. Uncontrolled actual emissions (i.e. not taking into account an emissions control) greater than 1 tons per year (tpy) of PM<sub>10</sub>, PM<sub>2.5</sub>, oxides of nitrogen, oxides of sulfur, carbon monoxide, or volatile organic compounds.

Q. Do we need to report if we are on tribal jurisdiction?

A. Yes. The Utah Air Agencies Emission Inventory is being requested as a joint collaboration with the Ute Tribe.

Q. Do we need to report to the inventory if we reported to the tribal minor source NSR?

A. Yes. Just remember to note your registration on the "Facility Permit ID (Approval Order/Tribal Minor Source Registration)" field of the "Facilities List" tab.

Q. Some tabs do not apply to our operations (equipment or emission source is not found at any of the facilities). Do we need to report anything on those tabs?

A. No, they may be left blank. The workbook is intended for calculating emissions. If there is no applicable emission source or potential thereof in the requested calendar year, there is no need to report that circumstance in the workbook. Alternatively, you may wish to report inactive equipment, but provide zeros for activity fields (e.g. hours of operation), to make future reporting easier (see prior question on that subject).

Q. Should oil, gas, or water production be reported for midstream facilities on the "Facilities List" tab?

A. No. Oil, gas, or water production only needs to be reported for production facilities and water/solid waste received only needs to be reported for produced water disposal/injection or solid waste disposal facilities. Additionally, any throughput to midstream facilities that enters a storage tank will be noted on the "Tanks" tab.

Q. It appears as if the “Facility Unique ID #” is assigned to each facility automatically by the workbook, can we input our own unique identifiers?

A. No. Unfortunately you are unable to provide your own Facility Unique ID #. This data is required by the database where the workbook data is imported to and stored and needs to follow a specific format.

Q. Can we copy and paste API #'s into the “Associated API #s” tab?

A. Yes. But use the paste values option when pasting the data.

Q. Do API #'s need to be reported for midstream facilities?

A. Yes. For facilities with up to 100 API's, API numbers should be reported. For unique processes, such as a complicated flow processes (i.e. production from a single API, is going to 2 or more different midstream facilities) please contact UDAQ (Greg Mortensen, gmortensen@utah.gov, (801) 536-4018) to discuss. For facilities with no associated API #, and no production or incoming production, API #'s do not need to be reported.

Q. Do we need to report APIs for gas gathering facilities?

A. Yes, that is preferred and additional API columns in the “Associated API #s” tab can be added upon request (contact Greg Mortensen, gmortensen@utah.gov, (801) 536-4018). If, however, the API list is too extensive or unable to be determined, include the Facility ID on the tab, leave the API fields blank and add a note in the “Comments” section of the “Facilities List” tab for that facility.

Q. In the “ProdAreaDesignation&Analyses” tab, Line gas analysis is available for the facility and can be used for “Produced Natural Gas Composition” but there are no analyses for “Flash Gas Analysis” or “Standing Working Breathing Gas Analysis” to enter at this time. How should those fields be populated?

A. Copy the values from the “Default” production area and paste those values in the respective fields that you lack data for.

Q. Does composition data need to be reported for midstream facilities?

A. Yes. Depending on the equipment installed at the facility, this information is used to determine emissions. If you do not collect this information for your specific facility please select the “default” composition profiles for your facility.

Q. How were the “default” composition profiles derived?

A. These profiles were derived by averaging all of the composition profiles received from operators in the 2014 Utah Air Agencies Oil and Gas Emissions Inventory.

Q. How should we report workovers/completions/recompletions if the workover rig is truck mounted (fueled from the truck itself)?

A. Count for these emissions based upon fuel used, etc. as listed in the workbook. Some assumptions may be required to estimate fuel usage.

Q. A facility has boilers for comfort heating, should those be included in the “Separators&Heaters” tab?

A. Yes, include them in the tab along with their parameters (note: any “Heater Type” category, such as Line Heater, may be selected for these as the category

selection does not affect emission calculations). You may also add a note in the comments field for that facility indicating a boiler for comfort heating was reported.

Q. Some tank heaters do not constantly operate; rather, monitored tank temperature systems automatically turn the heaters on or off. How should “Total Annual Hours of Operation” be calculated?

A. Gas flow monitoring devices used by the heater may be consulted for data or, if no monitors are used at the facility, your best estimate will suffice.

Q. When manufacturer specs are used in our calculations, what specific documents do we need to submit and how?

A. You will need to submit documentation from the manufacturer of the specific piece of equipment (e.g. certification letter). This documentation (usually .pdf, .doc, .docx format) should be submitted through the same upload system you use to submit your completed workbook to UDAQ.

Q. How should startup/shutdown and blowdown emissions on compressor stations which are not routed to a combustor or flare be reported (calculations are already made for required permit reporting)?

A. Make a note about the separate calculations in the “Comments” section of the “Facilities List” tab and submit the calculation worksheet/document through the upload system. While, there is no specific tab for these emission types in the workbook at this time, UDAQ is able to manually add in the emissions into the database.

Q. If multiple tank temperatures are used throughout the year, which temperature should be reported on the “Tanks” tab?

A. Report the average of the temperatures over the entire year.

Q. For stack tests, what kind of supporting documentation should be submitted? Is the summary sheet adequate?

A. Please submit the full stack test document through the upload site as stack test conditions may need to be referred to during data review.

Q. Do we need to differentiate between oil and condensate at a produced water disposal facility?

A. No. Just assume it is all oil.

Q. Is 1% of oil and condensate tank emissions still used to calculate water tank emissions?

A. No. We have revised this method. An emissions factor in lb/bbl was generated using a tank run and an average water concentration based on representative produced water samples. This is calculated in the workbook automatically when water throughput is reported; this value is then automatically included in the Tanks total emissions calculation for each facility.

Q. For pneumatic pumps, if we are controlling emissions by recirculating, but not using a VRU per say, how should we report this?

A. Report as a VRU, but use an 80% control efficiency as this is not a definitive control process.