



VOLUME REDUCTION, MERCURY RECOVERY OR MERCURY RECLAMATION

Air General Permit Registration Worksheet

The Florida Department of Environmental Protection (“Department” or “FDEP”) has established an air general permit under paragraph 62-210.310(5)(a), Florida Administrative Code (“F.A.C.”), for volume reduction, mercury recovery or mercury reclamation operations. An air general permit is an authorization by rule to construct or operate a specific type of air pollutant emitting facility. Use of such authorization by any individual facility does not require action by the Department. The terms and conditions of the air general permit are set forth in the rule, rather than in a separately issued air construction or air operation permit.

If you are the owner or operator of an eligible facility comprising one or more volume reduction, mercury recovery or mercury reclamation operations, you may register to use the air general permit under paragraph 62-210.310(5)(a), F.A.C., by following the general procedures and conditions given under subsections 62-210.310(2) and 62-210.310(3), F.A.C.

To register, you may use the Department’s new online Air General Permit Electronic Registration Submittal system (<https://floridadep.gov/air/permitting-compliance/content/air-general-permits>), or complete this registration worksheet and submit it to the address below, along with the air general permit registration processing fee (\$100.00), payable to FDEP.

Department of Environmental Protection
Attn: FDEP Air General Permits
2600 Blair Stone Road, MS 5500
Tallahassee, Florida, 32399-2400

If you properly register to use an air general permit, and are not denied use of the air general permit by the Department, you are authorized to construct and operate the facility in accordance with the general terms and conditions of Rule 62-210.310, F.A.C., and the specific terms and conditions of paragraph 62-210.310(5)(a), F.A.C. Your facility may vary, so be sure your registration describes the operations at your facility in sufficient detail to demonstrate the facility’s eligibility for use of the air general permit and to provide a basis for tracking any future equipment or process changes. Your registration should describe all air pollutant-emitting processes and equipment at the facility, and it should identify any air pollution control measures or equipment used.

The rules do not require any specific format for the registration. This worksheet, however, has been designed to assist owners and operators. Using it as a template for a general permit registration will help ensure that all necessary information is submitted.

Additional information can be found on the Department’s air general permit program website listed above or by calling the Small Business Environmental Assistance Program Hotline at 1-800-722-7457.

**VOLUME REDUCTION, MERCURY RECOVERY OR MERCURY RECLAMATION
AIR GENERAL PERMIT REGISTRATION WORKSHEET**

Facility Identification Number (For existing permitted facilities, enter the seven-digit facility ID number. Please include any leading zeros necessary to reach seven digits.)

Registration Type

Check one of the seven options below:

INITIAL REGISTRATION - Notification of intent to:

Construct and operate a proposed new facility.

Operate an existing permitted facility not currently using an air general permit (e.g., a facility proposing to go from an air operation permit to an air general permit). If the facility currently holds one or more air operation permits, such permit(s) must be surrendered by the owner or operator upon the effective date of this air general permit. (See "Surrender of Existing Air Operation Permit(s)" below.)

Operate an existing facility not currently permitted or using an air general permit.

RE-REGISTRATION (for facilities currently using an air general permit) - Notification of intent to:

Continue operating the facility after expiration of the current term of air general permit use.

Continue operating the facility after a change of ownership.

Make an equipment change requiring re-registration pursuant to paragraph 62-210.310(2)(e), F.A.C.

Any other change not considered an administrative correction under paragraph 62-210.310(2)(d), F.A.C.

Surrender of Existing Air Operation Permit(s) - For Initial Registrations, if Applicable

All existing air operation permits for this facility are hereby surrendered upon the effective date of this air general permit; specifically permit number(s):

General Facility Information

Facility Owner/Company Name (Name of corporation, agency, or individual owner who or which owns, leases, operates, controls, or supervises the facility.)

Site Name (Name, if any, of the facility site; e.g., Plant A, Metropolis Plant, etc. If more than one facility is owned, a complete registration must be submitted for each.)

Facility Location (Physical location of the facility, not necessarily the mailing address.)

Street Address: _____

City: _____ County: _____ Zip Code: _____

Facility Start-Up Date (New facilities only)

If existing facility, check this Not Applicable box:

If new facility, select or type in the estimated start-up date:

Authorized Representative

The Authorized Representative is an individual who owns the facility or is authorized to make decisions or sign documents on behalf of the owner. This is typically the person to whom the Department will direct correspondence related to the facility.

Name: _____

Position Title: _____

Mailing Address:

Organization/Firm Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Details

Office Phone: _____

Cell Phone: _____

E-mail: _____

Facility Contact

The Facility Contact is typically a person who works at or closely with the facility, such as the plant manager or environmental coordinator. The Facility Contact is the individual that the Department may contact directly when on-site information is needed.

Name: _____

Position Title: _____

Mailing Address:

Organization/Firm Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Details:

Office Phone: _____

Cell Phone: _____

E-mail: _____

Type of Process

Check one or more:

- Volume Reduction
- Mercury Recovery
- Mercury Reclamation

Dual Air Handling Systems

For facilities with dual air handling systems pursuant to paragraph 62-296.417(1)(c), F.A.C., provide a description of the air pollution control equipment on the primary and secondary air handling systems; the number, type, and capacity of the filters; the make and model numbers of the air pollution control equipment on the primary and secondary air handling systems; and the type of adsorbent used, the number and location of filters, and the filter capacity and replacement frequency. Attach additional pages if necessary.

Single Air Handling System

For facilities with a single air handling system with redundant mercury controls pursuant to paragraph 62-296.417(1)(d), F.A.C., provide a description of the redundant air pollution control equipment; the number, type, and capacity of filters; the make and model numbers of the air pollution control equipment; and the type of adsorbent used, the number and location of filters, and the filter capacity and replacement frequency. Attach additional pages if necessary.

Helpful Definitions

“Department” or “FDEP” - The State of Florida Department of Environmental Protection.

“Emissions Unit” - Any part or activity of a facility that emits or has the potential to emit any air pollutant.

“Facility” - All of the emissions units which are located on one or more contiguous or adjacent properties, and which are under the control of the same person (or persons under common control).

“Mercury Reclamation Process” - A facility where operations or processes are performed or equipment is used to receive and recapture mercury from spent lamps, mercury-containing devices, mercury-containing materials or residuals, or pourable, commodity grade mercury materials and that can demonstrate, using a quality control plan approved in accordance with Chapter 62-160, F.A.C., and an EPA analytical test method for determining the total mercury content of a waste material, an effective reclamation rate of at least 99% of the mercury introduced into its process or a resulting total mercury concentration remaining in the processed material that is below the method detection limit; and by which a commercial grade of mercury is produced for recycling.

“Mercury Recovery Process” - A facility where operations or processes are performed or equipment is used to receive and process spent mercury-containing lamps or devices for the purpose of crushing or dismantling and separating the lamps or devices in a manner as to produce: separated, individual recyclable components such as glass and scrap metal; and mercury-containing phosphor powder, ampoules or other mercury-containing residuals which will be processed at a mercury reclamation facility for the purpose of reclamation of the mercury.

“OSHA” - United States Occupational Safety and Health Administration.

“Owner” or “Operator” - Any person or entity who or which owns, leases, operates, controls or - supervises an emissions unit or facility.

“Volume Reduction Process” - A facility where operations or processes are performed or equipment is used to receive and process spent mercury-containing lamps or devices in a manner such as crushing, grinding, compacting, or physically altering the state of the lamps or devices and which does not produce separation of the residuals, and is used for the size or volume reduction of lamps or mercury-containing devices.