

# Annual Emission Reporting (AER) for Data Year (DY) 2024



Virtual Informational Autobody Workshop  
January 22, 2025



*Image courtesy of [www.wallpapersafari.com](http://www.wallpapersafari.com)*

# Agenda

## AER Program Overview

- South Coast Air Quality Management District (South Coast AQMD) Reporting Requirements
- California Air Resources Board (CARB) Criteria and Toxics Reporting (CTR) Regulation

## Auto Body Reporting

- AER Reporting Process and WebTool
- AER WebTool Demonstration

## Questions & Answers

# About South Coast AQMD

- South Coast AQMD is the regional government agency responsible for protecting residents from health effects of air pollution
- What we do:
  - Develop **Air Quality Management Plan**
  - Adopt air quality **rules and regulations**
  - Issue **permits**
  - Conduct periodic **inspections** and respond to **air quality complaints**
  - **Enforce District rules** through inspections and complaints and issue **violations** and assess **penalties** as appropriate
  - Develop and deploy **clean technology**
  - Conduct **air monitoring**
  - **Engage** with all stakeholders through **public outreach**



# Why This Matters to Auto Body Facilities

## Criteria Pollutants

- Particulate matter (PM)
- Nitrogen and sulfur oxides (NO<sub>x</sub> and SO<sub>x</sub>)
- Volatile Organic Compounds (VOC)
- Focus for smog

## Toxic Pollutants

- Referred to as toxic air contaminants (TAC)
- Impacts short term and long-term health
- Recent state regulations adds many more TAC

## Auto Body Sources

- Different types of paints and solvents being used
- Natural gas heaters
- All are potential sources of VOC, PM, NO<sub>x</sub> and TAC

# Overview of Auto Body Shop Emissions

Source	Emissions Details	
<p style="text-align: center;"><b>Spray Coatings</b></p>	<ul style="list-style-type: none"> <li>Coatings consist of Particulate Matter (PM) suspended in solvents (VOC)</li> </ul>	
	<p>PM Emissions</p>	<ul style="list-style-type: none"> <li>Spraying causes PM to become airborne</li> <li>Standard spray booth filters offer some control (90%)</li> </ul>
	<p>VOC Emissions</p>	<ul style="list-style-type: none"> <li>Solvents volatize (evaporate) completely</li> <li>No control by spray booth</li> </ul>
	<p>TACs*</p>	<ul style="list-style-type: none"> <li>PM or VOC components in a coating can be TACs</li> </ul>
<p><b>Natural Gas Heaters</b></p>	<ul style="list-style-type: none"> <li>Combustion emissions</li> </ul>	
<p><b>Cleaning Operations</b></p>	<ul style="list-style-type: none"> <li>VOCs are in solvents used to clean spray guns and other parts</li> <li>Some products contain TACs</li> <li>Acetone is exempt from reporting</li> </ul>	

\* Example: parachlorobenzotrifluoride (PCBTF)

## Reporting Requirements

- Rule 301\* (criteria and toxics), 4 tons/year VOC
- Assembly Bill 2588 (AB 2588) “Hot Spots”

## CTR

- State program developed by the California Air Resources Board (CARB)
- Applies to virtually all permitted facilities
- Requirements phase in over reporting years

## Emission Data Uses

- For state and local inventories and programs
- Rule compliance
- Data available to public on website

# Additional Applicability Facilities

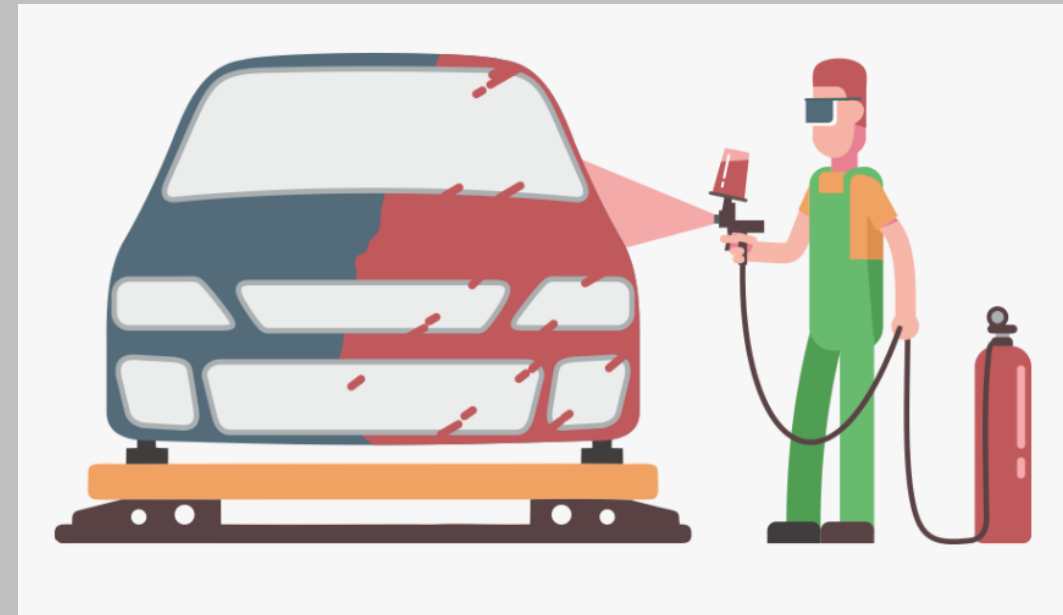
- Several thousand South Coast AQMD facilities are now being required to report per CARB's CTR Regulation
- Reporting is being phased in over several years
- Auto body shops must first report emissions in 2025 for Data Year (DY) 2024 emissions
- Auto body shops will be required to report annually starting in 2027 for DY 2026.

Phase	Data Year	When to Report
Phase 1	2022	2023
<u>Phase 2</u>	<u>2024</u>	<u>2025</u>
Phase 3	2025	2026
Phase 1, 2, 3	2026+	2027+
Phase 3B	2028	2029



# Auto Body Reporting Applicability

- Facilities that have a permit or that require a permit by South Coast AQMD
  - Example: paint spray booth
  - Once a facility is applicable, unpermitted equipment must also report (e.g., welding repair)
- Categories of facilities
  - New and used dealers
  - Automotive painting and refinishing
  - Factory or custom finishes
  - Parts and accessories
- Reporting Threshold - 50 gallons of coatings
- South Coast AQMD notifies facilities based on a permit search
- Facility Not Notified?
  - May still be required to report
  - Review permit status
  - New business owner – applicable Facility ID





# Auto Body Reporting

## Automotive Coatings

Default emission factors available

Toxics based on state sales – weighted average

VOC based on local rule limit

Product-specific data can be used (VOC of material)

## Cleaning Solvents

No default toxic emission factors available

Must use product-specific data for toxics

VOC based on Rule 1171 limit (0.21 lb/gal)

## Records

Rule 109 – Recordkeeping for VOC\*

Backup documentation, usage, Safety Data Sheets (SDS)

# Preparation for Reporting

## Compile throughputs

- Coating throughput = amount of coatings sprayed in the data year (gallons)
- Total volume of mixture as-applied (including reducers, thinners, and hardeners)

## Aggregate by coating type

- Example: report total amount of all color coatings applied in the data year as one number
- Do not have to report each color coating separately

## Use records to determine throughputs

- Rule 109 requires facilities to keep records of VOC use (amount sprayed, mix ratios, etc.)
- Reports from computer software programs
- Paint supplier and cleaning product purchase records

## Heaters

- Heater throughput = total natural gas usage in data year (therms or mmscf)
- Gas bills or dedicated meter



# Overview of AER WebTool

# Accessing AER WebTool and Facility Report

## Instructions

- Available on AER Webpage:  
[www.aqmd.gov/aer](http://www.aqmd.gov/aer)
- Help and Support Manual
- Additional tutorial information available within the AER WebTool

## Register

- Go to the AER WebTool at  
<https://aerreportingtoolpro.aqmd.gov/>

## Access

- Access report using Facility ID and PIN code (obtained from Notification Letter)

## Missing Notification?

- Contact AER staff
  - Email: [aer@aqmd.gov](mailto:aer@aqmd.gov)
  - Hotline: (909) 396-3660



# Facility Information Section

Work In Progress · Facility ID: 999904 · SOUTH COAST AIR QUALITY MGT DIST(SCAQMD) · Reporting period: 2024

Facility ID: 999904

Facility Comments

- 1. Facility Information**
- 2. Status Update
- 3. Combustion Fuels
- 4. Emission Sources (ES)
- 5. Report Process/Emissions
- 6. Additional Toxic Substances Production and Usage
- 7. Architectural Coatings
- 8. Certified Clean Air Solvents
- 9. Perform Data Validation
- 10. Review Summaries
- 11. Print Facility Report
- 12. Report Submission

## Facility Information

**Summary:** This section contains general facility information such as business classification, business location, operating schedule, and contact information.

**Instruction:** Verify that all pre-filled information is correct and fill in any missing information. All fields and checkboxes with a red asterisk (\*) must be completed to certify and submit the AER.

Fields and checkboxes that are grey cannot be changed by users. To correct these fields and/or checkboxes, please contact AER staff at [aer@aqmd.gov](mailto:aer@aqmd.gov) or (909) 396-3660.

### General Facility Info

Facility ID	999904
Reporting Year	2024
RECLAIM	<input checked="" type="checkbox"/>
RECLAIM Designation	R2N
Title V	<input checked="" type="checkbox"/>
AB2588	<input checked="" type="checkbox"/>
- AB2588 Phase	Y
- AB2588 Reporting Year	<input type="checkbox"/>
Rule 317.1	<input checked="" type="checkbox"/>
AER	<input checked="" type="checkbox"/>
CTR	<input type="checkbox"/>
- Core CTR	<input type="checkbox"/>
	<input type="checkbox"/> CARB GHG Mandatory Reporting Regulation (MRR)
	<input type="checkbox"/> Over 250 tons/yr (PTE) non-attainment pollutants or precursors
	<input type="checkbox"/> Elevated Prioritization Toxic Facilities
- Additional Applicability	<input checked="" type="checkbox"/> Sector Phase 2

# Overview of AER WebTool Reporting

## Automotive Spray Booth Coating Operations

**Device Set Up**

- Application Method
- Coatings Used
- Natural Gas Heater (if equipped)

**Throughput (usage)**

- Coatings (gallons)
- Natural Gas (therms or mmscf)

**Emission Factors**

- VOC, PM, TACs defaults are auto-populated
- Can use product-specific VOC contents instead

## Cleaning Operations

**Device Set Up**

- Use of Organics
- Solvent Cleaning Operations

**Throughput (usage)**

- Cleaning Products (gallons)

**Emission Factors**

- VOC, TACs
- Product-specific VOC Content or Rule 1171\* limit (0.21 lbs/gal)

\* South Coast AQMD Rule 1171 – Solvent Cleaning Operations, <https://www.aqmd.gov/docs/default-source/rule-book/reg-xi/rule-1171.pdf>; if only acetone or non-VOC products are used on site, cleaning operations do not have to be reported

# Help in AER WebTool

AER Home Browse Facilities Access Facility **START HERE**

Submitted · Facility ID: 999007 · SOUTH COAST AIR QUALITY MGT DIST(SCAQMD) · Reporting period: 2022 · **Abbreviated**

Facility ID: 999007

**Status Update**


**Summary:** This page informs AER staff about any changes in business operation status.  
**Instruction:** Click on the status change check box(es) that apply to the facility. If no changes have occurred, select the “No Changes” check box. If the user believes that the facility is not subject to annual emission fees per Rule 301(e), please contact AER staff at [aer@aqmd.gov](mailto:aer@aqmd.gov) or (909) 396-3660.  
 Facility shutdown, change of ownership, and/or change of equipment location should also be reported to Permit Services at [permitservices@aqmd.gov](mailto:permitservices@aqmd.gov) or (909) 396-3385.

**Status Update \***

Facility ID

No Change

Report sections have summary instructions

Add New Fuel 

Reporters should add Fuels before emission sources (ES)

Action	Fuel Name	Quantity	ES	Source Name
<a href="#">Open</a>	Natural Gas			
<a href="#">Open</a>	Landfill Gas (Biogas)	841.00	YES	
<a href="#">Open</a>	Distillate Fuel Oil No. 2	138.00	YES	
<a href="#">Open</a>	Process Associated Gas	840.00	YES	
<a href="#">Open</a>	Digester Gas (Biogas)	841.00	YES	
<a href="#">Open</a>	Gasoline	125.00	YES	

Pan over “i” icons to reveal report entry tips

# Online Fee Payment

Submitted - Facility ID: 999016 - SOUTH COAST AIR QUALITY MGT DIST(SCAQMD) - Reporting period: 2024

Facility ID: 999016

Abbreviated Reporting

1. Facility Information
2. Status Update
3. Combustion Fuels
4. Emission Sources (ES)
5. Report Process/Emissions
6. Additional Toxic Substances Production and Usage
7. Perform Data Validation
8. Review Summaries
9. Print Facility Report
10. Report Submission

## AER Report Submission to South Coast AQMD

**AER emissions fee of \$458.96 is due.**

Please note that payment needs to be received by South Coast AQMD before the report deadline - 5/1/2025, or you will be subject to late fees.

**Important:**

- Please note that online payments made to South Coast AQMD may take up to 24 hours to show up in our system. If you have already made a payment please wait and check your Report Payment Status in 24 hours.
- Please note that your AER Fees Payment has to be processed or postmarked before the deadline or you will be subject to late fees.
- "The invoice number can be found in the box at the bottom of the page next to" Payment Status". To generate an invoice document please [click here](#)

### Payment Option 1 - Pay via South Coast AQMD Online Payment Portal

[Go to South Coast AQMD Payment Portal](#)

### Payment Option 2 - Pay via Check

1. [Print AER Payment Voucher and instructions](#)
2. The AER Payment Voucher and check are first received and processed by Bank of America for check deposits, return receipts for certified mails will be stamped by Bank of America rather than AQMD. Please mail the required AER Payment Voucher and check to the following address:

South Coast Air Quality Management District  
P.O. Box 54493  
Los Angeles, CA 90074-4493

- AER WebTool will automatically generate an invoice during checkout if emissions fees are due
- Click on "Go to South Coast AQMD Payment Portal"
- Fee shown here is an example only



# Must Pay with Physical Check?

**Mail to *(must be postmarked by May 1, 2025):***

Print the AER Payment Voucher to submit along with check payable to 'South Coast AQMD' for all fees due

**For Regular Delivery**

South Coast AQMD  
Annual Emissions Reporting Program  
P.O. Box 54493  
Los Angeles, CA 90074-4493

**For Express/Overnight Delivery (e.g., FedEx, USPS, Certified Mail)**

Bank of America Lockbox Services  
Lockbox 54493  
2706 Media Center Drive  
Los Angeles, CA 90065

# Must Pay with Physical Check? (continued)

## Messenger or Courier Service to HQ\*:



South Coast AQMD

Annual Emissions Reporting Program

Attn: Cash Management

21865 Copley Drive

Diamond Bar, CA 91765-4178

# QUESTIONS & ANSWERS

# AER WEBTOOL DEMONSTRATION

# QUESTIONS & ANSWERS

# Available Resources

- **South Coast AQMD Guidance**
  - FAQ
  - Help and Support Document
  - Auto Body Guideline
  - [www.aqmd.gov/aer](http://www.aqmd.gov/aer)
- **CARB Website**
  - FAQ
  - Fact Sheet
  - Regulation
  - <https://ww2.arb.ca.gov/our-work/programs/criteria-and-toxics-reporting>

# Program Supports

- **AER Webpage**
  - <http://www.aqmd.gov/aer>
- **AER Staff**
  - Email: [aer@aqmd.gov](mailto:aer@aqmd.gov)
  - Hotline: (909) 396-3660
- **CTR Staff**
  - Email: [ctr-report@arb.ca.gov](mailto:ctr-report@arb.ca.gov)
  - Hotline: (916) 382-0997
- **AB 2588 Staff**
  - Email: [ab2588@aqmd.gov](mailto:ab2588@aqmd.gov)
  - Hotline: (909) 396-3616