



COMPLIANCE ADVISORY **WARNING**

Making You Aware of Emerging Patterns of Non-Compliance

Compliance & Enforcement

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Common Pitfalls of Air Permit Holders

This is NOT a complete list of regulations you need to follow but is offered to help you avoid the most common transgressions. Encountering any of these pitfalls could result in penalties. But more importantly, avoiding them will increase the likelihood that pollution is minimized and that the New Jersey DEP has the necessary information to effectively pursue the goal of clean and healthy air for citizens of this state and beyond.

- 1. Read and follow your permit.** A surprising number of permit holders are not aware of the provisions of their permits. Make sure those who are responsible for equipment covered in the permit are equally aware of any conditions that relate to their functions. Call the appropriate enforcement number on the reverse if you need help understanding your permit.
- 2. Modifications to permitted equipment must be pre-approved.** Many changes to permitted equipment require the approval of a permit modification. If you are not sure whether your planned changes require an approval, call the appropriate enforcement number on the reverse.
- 3. You are responsible for renewing your permit on time.** Be aware of the expiration date of this and any other permit you hold. The DEP is improving its capacity to ensure all permit holders get adequate notice ahead of expiration. However, it is your responsibility by law to contact the Department yourself to renew any permit even if you do not receive any notices.
- 4. Keep copies of all permits at the site to which they apply.** Often permits are only kept at a central office. Copies or the originals must always be on site and available to visiting inspectors. They should also be available to the employees who operate or are responsible for the equipment.
- 5. You may need other permits.** This permit only covers the specific equipment listed within it. Other equipment may not be installed or used prior to obtaining the correct permit. A list of those requiring a permit under air pollution regulations can be found in N.J.A.C 7:27-8.2(a) available at:
<http://www.state.nj.us/dep/aqm/Sub8v2002-02-04.pdf>

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Who should I contact with questions?

Air Compliance and Enforcement-Northern Field Office (Hunterdon, Morris, Passaic, Somerset, Sussex, and Warren Counties)	973-299-7700
Air Compliance and Enforcement-Metro Field Office (Bergen, Essex, and Hudson Counties)	973-669-3935
Air Compliance and Enforcement-Central Field Office (Mercer, Middlesex, Monmouth, Ocean, and Union Counties)	609-584-4100
Air Compliance and Enforcement-Southern Field Office (Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, and Salem Counties)	856-614-3601
Bureau of Preconstruction Permits	609-633-2829
Bureau of Operating Permits	609-633-8248

Where can I get more information?

The following web sites can be accessed for additional information:

For help with permit and regulatory applicability in other programs, visit the web at:
http://www.state.nj.us/dep/business_perm.html

For information about Compliance Assistance programs please visit the web at:
<http://www.state.nj.us/dep/enforcement/ca-intro.html>

For information about the Air Quality Permitting Program visit the web at:
<http://www.state.nj.us/dep/aqpp/>

Please note this advisory is intended to highlight specific compliance concerns. It does not address all potentially applicable requirements. If you have questions related to compliance with ANY regulations, please contact the Enforcement number listed above.