# Air Emissions Inventory (EI) – Making a Mistake in a Submittal of an Air Emissions Inventory (EI) or an Under-Thresholds-Notification (UTN) Submittal

July 2021

# General

1. Facilities sometimes:
   a. Submit an UTN when an EI was needed, or
   b. Include errors in the submittal

2. Both EIs and UTNs can be unsubmitted

3. Un-submitting can be repeated as often as needed until the billing data are finalized in May.

# General

4. Un-submittals will usually be completed on the same business day as the request.

5. Un-submitting will not impact any of the data that has already be entered.

6. EIs should only be certified when level of confidence in the EI's accuracy is high.

# Un-submitting an EI or UTN

To un-submit an EI for UTN, contact the facility-assigned compliance engineer.

- On the DNR's website, find the compliance engineer's contact information by using the [AIR PERMIT SEARCH](#) tool to locate the facility and select the DNR Air Contacts tab

- OR -

- Email: [DNRAMEmissionsInventory@wisconsin.gov](mailto:DNRAMEmissionsInventory@wisconsin.gov)

# Resubmitting an EI or UTN

- Before resubmitting an EI, check that the corrections did not impact emissions or schedules.  If they did recalculate the emissions after making the revisions.

- Re-submit using the same process as used in the initial submittal.

# For EI and Air Reporting Switchboard Help

- Contact the facility-assigned compliance engineer. On the DNR's website, find the compliance engineer's contact information by using the AIR PERMIT SEARCH tool to locate the facility and select the DNR Air Contacts tab.

| General Facility Information | Facility Contacts | DNR Air Contacts | Permits and Permit Applications | Emission Inventory Reports | Industrial Monitoring Data |
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  - OR -

- Email: DNRAMEmissionsInventory@wisconsin.gov