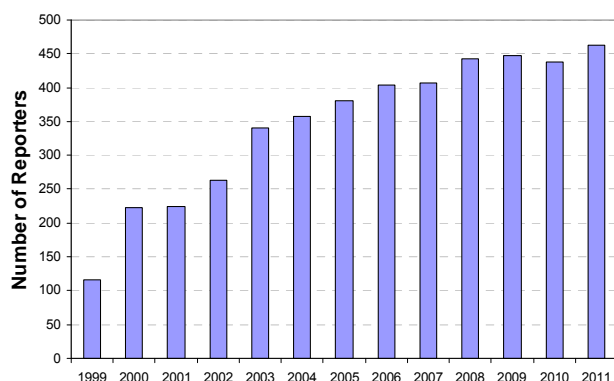


# Environment Protection Authority 2012 NPI Newsletter



## NPI in South Australia

The South Australian Environment Protection Authority (EPA) received a total of 463 reports for the 2010–11 reporting year which is a small increase from the year before of 439 reports.



The EPA would like to welcome our new reporting companies:

- Centrel Pty Ltd (Keith)
- Chickenmate Farms (Dublin)
- Dexbar Pty Ltd (Burton)
- Genesee & Wyoming Australia Pty Ltd (Manguri & Whyalla)
- DP World Adelaide Pty Ltd (Outer Harbor)
- JC Nominees (Two Wells)
- JMJ Family Trust (Port Wakefield, Mallala & Two Wells)
- Jonala Pty Ltd (Two Wells)
- Lunn Industries Pty Ltd (Taylorville)
- Meron Broiler Farm (Ward Belt)
- Perilya Broken Hill Limited (Port Pirie)
- PM & V Molo (Linwood)
- Raccoons Pty Ltd (Two Wells)
- Ross Brown Nominees (Dublin)
- RLS Enterprises (Aust) Pty Ltd (Strathalbyn)
- S Kidman & Co Ltd (Sedan)
- South East Australia Gas Pty Ltd (Outer Harbor, Torrens Island, Cavan & Coomandook)
- The Bob Lowe Class Trust & Simon Lowe Class Trust (Clare)

- The Trustee for the Blott Family Trust/Sandy Ridge Poultry (Reeves Plains & Wakefield)
- The Trustee for the Century Family Trust (Kangaroo Flat)
- The Trustee for the Markou Rural Trust (Goyder Beaufort)
- Uranium One Australia (Cockburn)

Thank you to all reporters for fulfilling your NPI reporting requirements and contributing to the important resource that NPI data are for all South Australians and beyond.

## Industry guidance materials

Prior to commencing your NPI report please check which emission estimation technique (EET) and manuals are relevant to your facility's operations. If the manuals you referred to in the past have been updated. EET manuals are available from the NPI [website](#).

The Australian Government has been progressively reviewing the EET manuals including updating emission factors. The revised emission factors have been incorporated into new calculation tools, available within the Online Reporting System (ORS).

The following commonly used manuals and guidance documents have been updated recently.

- National Pollutant Inventory Guide v 5.2 (Jun 2011)
- Combustion in Boilers v 3.6 (Dec 2011)
- Fugitive Emissions V 2.0 (Jan 2012)
- Mining v 3.1 (Jan 2012)
- Sewerage and Waste Water Treatment v 2.1 (Jun 2011)
- Fossil Fuel Electric Power Generation V3.0 (Jan 2012)

If there are any manuals that you would like to see updated, please contact the NPI team. Any suggestions will be forwarded to the Commonwealth to help determine the priority of manuals that are updated.

## EPA licence holders

For NPI Reporters who also hold EPA Licences and have authorised their NPI data to be used in the calculation of their Resource Efficiency Fee (REF), please note that you are required to report emissions to the nearest 100 kg.

## Substance usage

Reporting usage of Category 1, 1a and 1b substances is not mandatory. However reporters are encouraged to include usage in their reports as it assists the NPI Team during the validation process, by allowing us to confirm that reporting thresholds have been tripped as well as to understand why emissions of certain substances have trended up or down relative to last year's report.

## Data release and submission

### 2010–11 data publication

The 2010–11 data was released on the website on Friday 30 March 2012.

### 2010–12 data submission

- Calendar year reports (1 January – 31 December 2011) are due on 31 March 2012.
- Financial year reports (1 July 2011–30 June 2012) are due on 30 September 2012.

## Penalties for late reporters

Please make sure your reports are submitted to the NPI Team by the due dates. Warning letters will be sent to reporters who submit late reports for the first time. Second-year offenders will be named in the National Environment Protection Council report and/or issued an expiation fee.

No expiation notices were served in the 2010–11 reporting year however a number of warning letters were issued. Thank you to all whose reporters who submitted their reports on time.

## Tips for submitting your report on time

Start your report early and ensure that NPI reporting is part of your internal procedures. This may mean including NPI reporting as part of a job description and writing an internal operating procedure on how to write an NPI report.

All NPI correspondence including reminder emails are directed to the technical contact. As such it is important that you inform the NPI team if your technical contact has left your company or changed roles.

The EPA recommends using the Online Reporting System (ORS) to ensure that your report is received on time. If you choose to submit a paper report, ensure that you send it with enough time to reach the EPA office (located in Adelaide) by the required due date.

## Validation process

You are required under the *Environment Protection (NPI) Policy 2008* to keep records of supporting information used to generate NPI reports. Failure to do so may result in penalty and enforcement measures. Please note that whilst we are allowed to seek such information, we are

also bound by various legislative requirements to keep such information confidential.

If you are using calculation tools please ensure you keep an accurate record of the process configurations that were used (eg use the print screen button) to submit if requested

by the NPI Team upon validation. Alternatively if you have developed work sheets (eg in Excel to generate NPI data), please submit these if requested.

Reporters are required to respond to significant changes in reported emissions and transfers relative to the previous reporting period. In general reporters do this by selecting simple explanations from the 'Emissions' or 'Transfer Data Validation' screens in the ORS. Where a more detailed explanation would assist the NPI Team in validating a facility report, reporters are encouraged to fill out the 'Emission Notes' or 'Transfer Notes' section for such substances. This information is not published but assists the NPI Team greatly during validation. Alternatively or in addition reporters can provide a 'Confidential Statement'.

## Common reporting problems

Please check your spreadsheets and calculations carefully before submitting your report. Some common errors in reports include:

- emission factors are not updated
- incorrect units
- emissions not split into point and fugitive sources
- use of outdated calculations tools or FOLS manuals
- Category 1 and 2b substances are reported although the thresholds have not been exceeded.

Additionally, we encourage all facilities with cleaner production activities or pollution control equipment to include these in their report as an opportunity to gain positive recognition.

## Training

Online reporting training sessions will be offered in mid-2012 to all SA reporters. Please contact the NPI team to register your interest or get further information. Alternatively and in addition reporters can seek advice over the phone at any time during business hours.

## Problems with reporting

If you require any assistance in reporting or have any other issues that you would like to discuss please contact us:

Telephone: (08) 8204 9095

Fax: (08) 8124 4676

Email: [npi@epa.sa.gov.au](mailto:npi@epa.sa.gov.au)

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