

POLK COUNTY AIR QUALITY REPORTING REQUIREMENTS - HOUR LOG

Facility Name: _____
 Address: _____
 Responsible Official: _____

COLUMN#	1	2	3
<p>EXAMPLE STEPS:</p> <p>1) At month end, record the "Month".</p> <p>2) Record the "Hour Meter Reading" in column 1.</p> <p>3) Once 12 months are recorded, subtract the monthly reading from 12 months ago from the current monthly reading, this is the "12 month rolling total".</p> <p>4) Record the difference in column</p> <p>5) Continue for each following month</p>	Month	Hour Meter Reading	12 month rolling total (hours)
	May-19	15.2	
	June-19	22.7	
	July-19	29.4	
	August-19	33.6	
	September-19	39.4	
	October-19	46.2	
	November-19	54.5	
	December-19	58.3	
	January-20	64.2	
	February-20	71.3	
	March-20	77.0	
	April-20	83.9	68.7
	May-20	86.2	63.5
	<p>A "12 month rolling total" is NOT the same as a "Calendar Year" total. Your facility is required to keep a "12 Month Rolling Month" total and submit it with your "Annual Operating Permit Application"</p> <p>NOTE: A single reading nor a calendar total will be accepted.</p>		

ANNUAL LOG	Month	Hour Meter Reading	12 month rolling total (hours) This is NOT a calendar year total

A HOUR LOG MUST BE SUBMITTED WITH YOUR ANNUAL OPERATING PERMIT APPLICATION