MEMORANDUM

TO: Permit Workgroup, Permit Coordinators

FROM: Mike Abraczinskas, Deputy Director

DATE: October 3, 2013

SUBJECT: Permit expiration consistency procedure

This memorandum is intended to improve organizational effectiveness and ensure consistency by defining the expiration date for permits issued by the Division of Air Quality (DAQ). The expiration date (month and day) of all permits issued by the DAQ will be the last day of the month preceding the permit issuance month, either 5 years in the future for Title V permits or 8 years in the future for non-Title V permits.

For example, a Title V permit issued on September 25, 2013 would have an expiration date of August 31, 2018. A non-Title V permit issued on September 25, 2013 would have an expiration date of August 31, 2021.

This consistency measure is effective immediately.