EIQ Form 4.0 Financial Cost Estimate
Application Instructions for Form 780-1622

The Missouri Air Law, Chapter 643 requires all facilities to provide a financial cost estimate. The cost estimate is an evaluation of any additional cost of doing business during the current reporting year attributable to the Federal Clean Air Act or CAA, as amended.

Complete the Facility Name, Federal Information Processing Standard, or FIPS, County Number, Plant Number and Year of Data fields at the top.

1. Calculate the cost incurred to complete the Emissions Inventory Questionnaire, or EIQ, during the current reporting year. Include the job titles of the people who reviewed and completed the forms, the number of hours, the cost per hour and the final total amount. Please use the code in the drop down menu of the Excel® Worksheet or from the “A-list” below for all personnel where applicable. Include all benefits and tax loading.

2. If an outside engineering consultant reviewed or completed part or all of the EIQ during the current reporting year, list the job titles of the people who reviewed and completed the forms, the number of hours, the cost per hour and the final total amount. Please use the code in the drop down menu of the Excel Worksheet or from the “A-list” below for all personnel where applicable.

3. If during the current reporting year, you purchased any new air pollution control devices or had to do additional monitoring or testing because of CAA requirements, include the cost. List these costs individually. Please use a code from the drop down menu of the Excel Worksheet or from the “B, C, D or E-list” below for each piece of equipment or person where applicable.

4. If during the current reporting year you hired additional employees to implement the provisions of the CAA, list their job titles, the cost per hour and the final total amount. Please use the code in the drop down menu of the Excel Worksheet or from the “A-list” below for all personnel where applicable.

5. Calculate the cost of personnel during the current reporting year such as, salaries, benefits, tax burdens and training required by the CAA. Also, list other costs for complying with the CAA. Examples of these costs would be operating permit fees, Title I fee and compliance with acid rain provisions. Please use a code for the equipment or person. Please list these costs individually. Do not include emission fees as expenses since that amount is included on Form 780-1509.

6. Opportunity cost, or the costs associated with the profit missed during the current reporting year due to time and effort spent on regulatory compliance is a valid cost and should be detailed here.

7. Total all the columns as appropriate. If you have further information or comments regarding the categories above or any general comments, please include them under remarks at the end of the form.
**Return a copy of this form to:** Missouri Department of Natural Resources, Air Pollution Control Program, 1659 E. Elm St. Jefferson City, MO 65101-0176

**Code Lists for EIQ Form 4.0**

Personnel codes are applicable to blocks 1, 2 and 5. All other codes are applicable to blocks 3 and 5.

**Personnel (A-List)**

A01  Accountant / Bookkeeper  
A02  Administrative Assistant / Secretary  
A03  Consultant (engineering, environmental and safety)  
A04  Coordinator (compliance, environmental, facility, permit and safety)  
A05  Director  
A06  Data Assistant / Data Processor  
A07  Draftsman / CAD Operator  
A08  Engineer - Environmental / Air Quality  
A09  Engineer - Professional (not environmental)  
A10  Engineer - Other  
A11  Environmental Chemist/Scientist  
A12  Environmental Assistant  
A13  Floor Employee / Operator  
A14  Geologist  
A15  Industrial Hygienist  
A16  Investigator, Senior  
A17  Manager / Supervisor  
A18  Metallurgist  
A19  MIS Programmer  
A20  Owner / Co-owner  
A21  President / Vice President / CEO  
A22  Production Planner  
A23  Regulatory Leader  
A24  Scientist (air quality and environmental)  
A25  Senior Field Specialist  
A26  Specialist  
A27  Superintendent  
A28  Systems Administrator / Operator  
A29  Technician  
AXX  Other - Please list job title on Form 4.0

**Air Pollution Control Equipment (B-List)**

B01  Ash Removal System  
B02  Chromium Plating Emissions Control Device  
B03  Control Equipment  
B04  Dust Collectors  
B05  Dust Sprayers  
B06  Filters  
B07  Maintenance of Control Equipment  
B08  Mill Steam Inerting  
B09  Nitrogen Oxides Burners  
B10  Rack with Emission Controls  
B11  Scrubber
B12  Suppressants  
B13  Thermal Oxidizer  
B14  Vapor Condenser  
B15  Water Trucks  
BXX  Other - Please list on Form 4.0

**Control Equipment Labor Costs (C-List)**
C01  Engineering Support and Consultants  
C02  Environmental Technicians  
C03  Maintenance Personnel  
C04  Supervisory Personnel  
C05  Water Truck Drivers  
C06  Other Control Device Operators  
CXX  Other - Please list on Form 4.0

**Testing and Monitoring (D-List)**
D01  CEM Capital Costs  
D02  CEM Operations and Maintenance  
D03  CEM Testing  
D04  Continuous Emissions Monitor, or CEM  
D05  Contract Labor  
D06  Data Reporting  
D07  Leak Detection and Repair  
D08  Testing  
D09  Vapor Combustion Performance Test  
DXX  Other - Please list on Form 4.0

**Various Personnel and Other Costs (E-List)**
E01  CAD Draftsman  
E02  Electricity  
E03  Calculating of Emission Fees  
E04  Nonspecific Costs  
E05  Permit Fees  
E06  Software Maintenance Contract  
E07  Taxes  
E08  Training and Meeting Expenses  
EXX  Other - Please list on Form 4.0

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**For More Information**
Missouri Department of Natural Resources  
Air Pollution Control Program  
P.O. Box 176  
Jefferson City, MO 65102-0176  
800-361-4827 or 573-751-4817  
573-751-2706 fax  
www.dnr.mo.gov/env/apcp/index.html