

Date: _____

Arizona Department of Environmental Quality
Air Permits Unit
1110 West Washington Street
Phoenix, AZ 85007

Subject: Responsible Official for Air Quality Permit # _____

This letter is to request a change of the Primary Responsible Official for the above referenced permit. I, _____, will assume the role as the Primary Responsible Official for certification of all reports submitted to ADEQ in accordance with our operating permit pursuant to AAC R18-2-301.17. I will replace the current Primary Responsible Official, _____.

My mailing address is as follows:

Name: _____

Address: _____

City: _____, State: _____ Zip: _____

Phone: _____ Email: _____

Sincerely,

Signature of Responsible Official

Title: _____

The definition for Responsible Official is defined in the Arizona Administrative Code at R18-2-301(18) as stated below.

18. “**Responsible official**” means one of the following:

a. For a corporation: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation, or a duly authorized representative of such person if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit and either:

i. The facilities employ more than 250 persons or have gross annual sales or expenditures exceeding \$25 million (in second quarter 1980 dollars);

or

ii. The delegation of authority to such representatives is approved in advance by the permitting authority;

b. For a partnership or sole proprietorship: a general partner or the proprietor, respectively;

c. For a municipality, state, federal, or other public agency: Either a principal executive officer or ranking elected official. For the purposes of this Article, a principal executive officer of a federal agency includes the chief executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., a Regional Administrator of EPA); or

d. For affected sources:

i. The designated representative in so far as actions, standards, requirements, or prohibitions under Title IV of the Act or the regulations promulgated there under are concerned; and

ii. The designated representative for any other purposes under 40 CFR 70.