



Michigan Department of Environment, Great Lakes, and Energy  
Air Quality Division

**C-001**

**INSTRUCTIONS FOR COMPLETING THE CERTIFICATION FORM**

Certification Form C-001 must be completed and included as part of Renewable Operating Permit (ROP) initial and renewal applications, notifications of change, amendments, modifications, and additional information.

**NOTE:** If the submittal includes information that needs to be certified to by more than one responsible official, then a C-001 must be completed for **each** responsible official certifying to the submittal. Attach each C-001 to the specific portion of the submittal to which each responsible official is certifying.

**SRN** – Enter the State Registration Number assigned to the Stationary Source.

**Stationary Source Name** – Provide the specific name that identifies the Stationary Source of the application.

**City** – Provide the City where the Stationary Source is located.

**County** – Provide the County where the Stationary Source is located.

**SUBMITTAL CERTIFICATION INFORMATION**

1. **Type of Submittal** – Choose the type of submittal with which this form is being submitted.
  - **Initial Application (Rule 210)** - First time submittal of an ROP application.
  - **Renewal (Rule 210)** - Subsequent application submittals to renew an ROP.
  - **Notification / Administrative Amendment / Modification** (Changes pursuant to Rules 215 and 216) - See the instructions for the M-001 form and the [Life After ROP Workbook](#) for further information.
  - **Other** - Describe any other type of submittal not covered by the above choices. Briefly describe the type of submittal on an Additional Information Form (AI-001).
2. **Multiple Sections Involved?** – If the ROP has more than one Section, identify the Sections that this Certification applies to.
3. **Submittal Media** – Check the appropriate media on which this submittal was made. Contact the [District Office](#) as identified on the [AQD Internet site](#) for a complete list of acceptable electronic submittal methods.
  - E-Mail: Submittal was sent to the AQD via an attachment to an e-mail note.
  - FTP: Submittal was posted on the appropriate location on the AQD FTP site.
  - Disk: Submittal was sent to the AQD on any acceptable disk media.
  - Paper: A paper copy of the submittal was mailed to the AQD.

4. **Additional Information** – Provide the ID created on the associated AI-001 for any additional information or attachments that supplement this form. Refer to AI-001 instructions to create the ID. If the additional information or attachment is more than one page, label each page to show the relationship between pages.

**Responsible Official** – This is the person who certifies that, after reasonable inquiry, the statements and information in a submittal are true, accurate and complete. A responsible official must meet the criteria specified in Rule 118(j).

Provide the name, title, and mailing address of the responsible official certifying this submittal. The responsible official identified must sign and date the C-001 form below the certification statement.