

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
NONRULE POLICY DOCUMENT

Title: Guidelines for Submittal and Review of Annual Compliance Certifications under the Federally Enforceable State Operating Permit (FESOP) and Part 70 Permit Programs

Identification Number: AIR 007 NPD

Date Originally Effective: March 6, 1997

Dates Revised: September 6, 2002

Other Policies Repealed or Amended: None

Brief Description of Subject Matter: Guidelines for IDEM and FESOP and Part 70 permittees for the annual compliance certification submittal and review requirements under 326 IAC 2-7-6(5)(C) and 326 IAC 2-8-5(a)(1)(C).

Citations Affected: 326 IAC 2-7-6(5)(C) and 326 IAC 2-8-5(a)(1)(C)

This nonrule policy document is intended solely as guidance and does not have the effect of law or represent formal Indiana Department of Environmental Management (IDEM) decisions or final actions. This nonrule policy document shall be used in conjunction with applicable laws. It does not replace applicable laws, and if it conflicts with these laws, the laws shall control. This nonrule policy document may be put into effect by IDEM thirty (30) days after presentation to the appropriate board and after it is made available for public inspection and comment, pursuant to IC 13-14-1-11.5. If the nonrule policy document is presented to more than one board, it will be effective thirty (30) days after presentation to the last. IDEM will submit the policy to the Indiana Register for publication. Revisions to the policy will follow the same procedure of presentation to the board and publication.

IDEM will begin using this nonrule policy document in reviewing annual compliance certifications submitted in 2003 and thereafter until such time as the nonrule policy document is revised.

General Requirements

1. The Annual Compliance Certification (ACC) must be submitted by the date identified in the permit as follows:
 - Part 70 (Title V) sources must submit the ACC to IDEM, U.S. EPA, Region 5, and the local air pollution control agency, where appropriate.
 - FESOP sources must submit the ACC to IDEM and the local air pollution control agency, where appropriate.

The submittal dates are April 15 or July 1 and the ACC must be postmarked, have a shipping date on a sender's receipt from a common carrier or be hand delivered as of these dates.

Refer to the permit to determine the specific submittal date and addresses.

2. The Annual Compliance Certification must cover the period from January 1 through December 31 of the year being reported, except for the first year of the permit. For the first year of the

permit, the certification is to cover the period from the date of permit issuance until December 31 of the year that the permit was issued. The time period the ACC covers should be noted on the certification.

3. The Annual Compliance Certification must include the Part 70 or FESOP certification form signed by a responsible official as defined in 326 IAC 2-7-1(34) for Part 70 sources or authorized individual as defined in 326 IAC 2-1.1-1 for FESOP sources. See pages 11 and 12 for definitions. The certification form that accompanies the ACC submitted to IDEM must contain an original signature and date.
4. The Annual Compliance Certification report is to include the following:
 - The identification of each term or condition of the permit for which compliance must be certified. This includes the permit terms or conditions under sections B, C and the various D sections.
 - The identification of the method(s) or other means used by the owner or operator for determining the compliance status with each term and condition during the certification period.
 - Whether compliance during the period was continuous or intermittent
 - Such other facts as the permitting authority may require to determine the compliance status of the source. This includes:
 - S Identification of deviations, including deviations occurring during emergencies.
 - S Verification of source summary information in Section A of the permit (optional).

Included with this nonrule policy document is a sample ACC form followed by guidelines for completion. Sources may create their own equivalent form for submittal as long as the required information outlined in this nonrule policy document and in applicable state and federal rules is included.

Permit amendments/modifications

Sources should be sure to use the most recent permit in effect during the reporting period as a starting point. All terms and conditions from permit amendments or modifications issued during the reporting period should be included as part of the annual compliance certification report. The source should also review requirements replaced by amendments or modifications to determine if some requirements that require certification were in effect for a portion of the reporting period. In some cases, this may be addressed by the submission of separate ACCs, although the source should be very clear in identifying the reporting period covered by the separate ACCs. If the only change has been a modification that adds a new Section D, it may be possible to submit a modified ACC that includes a separate certification for the new Section D with a different reporting period for the new requirements.

Permit renewals

Separate ACCs may also be needed to address permit renewals where the new permit is issued at some point during the year. This would be especially true if the permit terms and conditions changed significantly from one permit to the other. Once again, the source has the option of submitting separate ACCs or a modified ACC. As with permit modifications, a modified ACC would be most appropriate where the majority of the permit has remained the same, such as Sections A, B and C remaining the same, but a change or addition has occurred in Section D. In this situation, the source may be able to simply include a separate Section D certification for the changes or additions. Because the new permit will have a different permit number, the source should be sure to include the proper permit numbers and reporting periods in the ACC. In some cases, the source may wish to consult with IDEM about the proper way to address source specific situations.

If a source has to submit separate ACCs or a modified ACC for situations involving permit amendments, modifications or renewals, the source does not have to provide separate responsible official/authorized individual certifications. The ACCs can be included in one submittal with one responsible official/authorized individual certification.

Transfer of ownership and ACCs

In a situation where an owner transfers ownership or sells a source after December 31st, but prior to the ACC submittal deadline, IDEM would expect the seller to complete and submit the ACC prior to the sale. However, if the seller does not submit the ACC, the new owner would need to make the submission. IDEM suggests that the company buying the source make sure that the seller has done so or, at least, make sure the necessary information is available so the buyer can submit the ACC by the ACC submittal deadline.

If a sale takes place after the submittal deadline or later in the year, the new owner will be responsible for submitting the ACC the following year. It is recommended that the new owner makes sure the necessary information is available so that the ACC can be completed after the end of the year.

A completed example is attached at the end of the nonrule policy document. The example is included to show how the required information can be provided on the ACC form to satisfy the annual compliance certification requirements. The example does not address situations where a source submits separate or modified ACCs. It is an ACC for a source that has not renewed a permit or had modifications during the reporting period. In completing the example, IDEM has chosen options that it believes appropriate. Others may have a different interpretation and would complete the certification differently. Each permit is different and each certification will be different because of the unique terms and conditions of the various permits.

PART 70 / FESOP PERMIT- ANNUAL COMPLIANCE CERTIFICATION

This form should be used to satisfy the annual certification requirements for Part 70 sources under 326 IAC 2-7-6(5) and FESOP sources under 326 IAC 2-8-5(a)(1)(C). Attach a signed certification from the permit to complete the annual compliance certification.

SOURCE INFORMATION				
Source name:				
Source address:				
City:		State:		Zip code:
Mailing address: (if different)				
City:		State:		Zip code:
Permit number:				
Contact person:				
Phone number:				
Fax number:				
Reporting period:				

Section A - Information Verification (Optional)
Is the information in Section A correct?
If not, what information has changed:

Attach a signed certification form from the permit to complete this report.

COMPLIANCE CERTIFICATION

The source was in continuous compliance with all of the Section B permit terms and conditions that impose a work practice or emission standard or requires performance testing, monitoring, record keeping or reporting based on the monitoring methods in Section B of the permit:				
The source was in continuous compliance with all of the Section B permit terms and conditions that impose a work practice or emission standard or requires performance testing, monitoring, record keeping or reporting based on the monitoring methods in Section B of the permit, except for the terms and conditions listed below:				
Permit term/condition	Comp. status CC / IC	Methods	Report date / Comments	
SECTION B - GENERAL CONDITIONS (copy as needed)				

CC = continuous compliance ; IC = intermittent compliance

Source information

When completing this section, provide the name, phone number, etc. for the source contact person. This person should be someone that is familiar with the plant and the Part 70 or FESOP permit. This may be an environmental manager or a consultant, but does not have to be the same person signing the certification.

Section A

There are no permit terms or conditions in Section A that require compliance. As part of the compliance certification, IDEM is asking that the source indicate whether or not the information in Section A is accurate. The verification of information is optional and IDEM will not reject an ACC if the information is not supplied. If the information is not accurate and there have been changes that have not been addressed with an administrative amendment or permit modification, IDEM requests that the source identify these changes. It should be noted that the verification does not relieve the source from complying with administrative amendment or permit modification requirements. If the owner or operator has submitted an administrative amendment or minor permit modification, but IDEM has not acted on the application, it is suggested that the date the application was submitted be included.

Examples of information that may have changed include a change in the name of the company, the addition of a new type of insignificant activity (a specifically regulated insignificant activity for Part 70 sources) not previously on-site, or the addition or removal of equipment.

Sections B, C and D

The sample form provides tables that can be used to identify the appropriate terms and conditions in Sections B, C and D. The Part 70 or FESOP permit table of contents can be used as a guide to include the condition number and description into the forms. It is not necessary to include the complete term or condition (see example).

There are some permit terms and conditions in Sections B and C that may be interdependent on terms and conditions in Sections C and D. For instance, a deviation from an emission limit or record keeping requirement in Section D would require that a deviation would also have to be identified for permit condition B.8, Compliance with Permit Conditions. If a source would like to make it clear that a deviation is associated with more than one permit term or condition, the associated permit term or condition could be cross referenced in the "Report date / Comments" column, although this is not required.

In order to streamline the certification process for Section B, IDEM will allow a general statement of compliance for this section. At the top of the table for Section B, the source can indicate whether the source was in continuous compliance with all of the terms and conditions for Section B by checking one of the boxes. If the source was in continuous compliance (see discussion of continuous vs. intermittent below) with all of the terms and conditions in Section B with no deviations, check the first line and no additional information is needed. If the source was not in continuous compliance with all of the Section

B terms and conditions, then check the second line and identify any deviations in the table. This would include any deviations that result during an emergency. If the deviation or emergency has not been reported during the year in a deviation, emergency occurrence, quarterly or other compliance report, additional information should be attached to describe the deviation, how long the deviation lasted, estimates of excess emissions, whether or not the deviation was corrected, and the actions taken to correct the deviation. If the deviation or emergency was reported previously, all that needs to be included is the date of the report in the “Report date / Comments” column.

A deviation is an exceedance of a permit limitation or a failure to comply with a requirement of the permit, including exceedances during an emergency. Deviations would include not taking a required action, such as the failure to conduct specified compliance monitoring, to take a response step or to maintain proper records, or exceeding a permit limitation for a specified pollutant.

Because not all of the terms and conditions under Section B require compliance, an alternative would be to list out all of the terms and conditions. Then the source could indicate that the conditions that do not impose a work practice or emission standard or require testing, monitoring, record keeping or reporting are not applicable (N/A). Or the source could only list those conditions that impose a work practice or emission standard or require testing, monitoring, record keeping or reporting.

The tables for Sections C and D should be completed by filling in the table with the terms and conditions in these sections of the Part 70 or FESOP permit. Unlike Section B, the source should provide the requested information for each term and condition in Section C and various Section Ds. If a source has multiple Section Ds, the source should include all of the terms and conditions in each Section D in the table. For each of the terms and conditions, the source should provide the information called for in the table. As with Section B, if the source was not in continuous compliance with the listed terms and conditions, then any deviations (including exceedances during an emergency) should be identified in the table. If this information has been submitted to IDEM previously in a Quarterly Deviation and Compliance Monitoring Report, Emergency Occurrence Report or other required report, then the source should provide the date of that report in the column, “Report date / Comments”. If the deviation has not been reported previously, additional information should be attached to describe the deviation, how long the deviation lasted, estimates of excess emissions, whether or not the deviation was corrected, and the actions taken to correct the deviation.

There may be some situations where a permit term or condition may not require a specific action (does not impose a work practice or emissions standard) or the action is dependent on something else (actions related to stack testing would only occur or be required if a stack test was actually performed). In these instances, a source may also use the designation of “N/A” for not applicable.

In some cases, a condition in Section D may include several monitoring requirements. In the attached example, condition D.1.10 and D.1.11 requires daily checks of dry filters or water baffles and a weekly overspray observation and associated record keeping. In this case, the certification lists each

of the requirements separately, conditions D.1.10(a) and D.1.10(b) and conditions D.1.11(a) and D.1.11(b). Review the permit terms and conditions carefully to determine if more than one requirement is included under a particular term or condition.

In other cases, some rules allow for several compliance options with a future compliance date and the source may choose the compliance option most appropriate for the source. In these cases, the source should identify the permit term(s) and condition(s) associated with the compliance option the source has chosen and provide the required information. The other permit terms and conditions would not be applicable and “N/A” would be used if these terms and conditions are listed.

In any case, the source should review the permit terms and conditions carefully when completing the annual compliance certification to make sure the certification is accurate and addresses each relevant permit term and condition.

Compliance status (CC/ IC):

The annual compliance certification must indicate whether compliance with the permit terms and conditions was continuous or intermittent. U.S. EPA has not defined what is considered continuous or intermittent compliance, although the issue has been the subject of much debate. If U.S. EPA issues guidance that differs from this nonrule policy document, IDEM will revise this document. In order to assist permit holders with the completion of the required certification, IDEM is providing the following guidance.

Continuous compliance (CC):

In order to certify continuous compliance, a source must have no deviations, irrespective of the monitoring frequency, for the relevant permit term or condition during the reporting period. If a source has identified a deviation during the reporting period, a source cannot certify continuous compliance for the relevant permit term or condition.

Intermittent compliance (IC):

If a deviation has occurred during the reporting period, the source must certify intermittent compliance for the particular permit term or condition. As noted previously, the source must provide information about the deviation, including what the deviation was, how long the deviation lasted, estimates of excess emissions, whether or not the deviation was corrected, and the actions taken to correct the deviation.

- S** If this information **has been submitted** to IDEM previously in a Quarterly Deviation and Compliance Monitoring Report, Emergency Occurrence Report or other required report, then the source should provide the date of that report in the column, “Report date / Comments”.
- S** If this information **has not been submitted** previously, then the source should attach the information to the certification and the date included in the “Report date / Comments” column would be the date of the certification.

It should be noted that the identification of a deviation does not mean an enforcement action will be initiated. A determination of whether an enforcement action will be initiated can only be made after review and analysis of the data collected from the required monitoring, reports of deviations and any other credible evidence.

Methods:

One of the items that is required as part of an annual compliance certification is the identification of the “methods or means” used to determine the compliance status with each permit term or condition. The following is a list of standard monitoring methods and abbreviations that may be used to complete the annual compliance certification.

Continuous emission monitoring system = CEMS

Continuous opacity monitoring system = COMS

Stack test = ST

Visible emissions = VE

Record keeping = RK

Review of records = RR

Mass balance = MB

Emission factors = EF

Inspections = Insp

Fuel analysis = FA

Work practice = WP

Parametric monitoring = PM

Calculations = Calc

Other = O (specify in the Comments column)

Responsible official/Authorized individual definitions:

Part 70 requirements

“Responsible official” means the following:

A) For a corporation:

(i) a president;

(ii) a secretary;

(iii) a treasurer;

(iv) a vice president of the corporation in charge of a principal business function;

(v) any other person who performs similar policy or decision making functions for the corporation; or

(vi) a duly authorized representative of any person listed in this clause if the representative is responsible for the overall operation of one (1) or more manufacturing, production, or operating facilities applying for or subject to a Part 70 permit and either:

(AA) the facilities employ more than two hundred fifty (250) persons or have gross annual sales or expenditures exceeding twenty-five million dollars (\$25,000,000) (in second quarter 1980 dollars); or

(BB) the delegation of authority to such representative is approved in advance by the commissioner.

(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. As used in this clause, “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, for example, a regional administrator of the U.S. EPA.

(D) For affected sources:

- (i) the designated representative for actions, standards, requirements, or prohibitions under Title IV of the CAA or the regulations promulgated thereunder; and
- (ii) the designated representative for any other purposes under a Part 70 permit.

A duly authorized representative may be delegated authority to sign a compliance certification, but only if the following occur:

- The representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities and either:
 - the facilities employ more than 250 persons; or
 - have gross annual sales or expenditures exceeding \$25,000,000 (in second quarter 1980 dollars)*; or
 - the delegation is approved in advance by the commissioner.

An example of a responsible official or duly authorized representative would be a plant or site manager that is responsible for the overall operation of a manufacturing plant. Examples of individuals that do not meet the criteria include environmental consultants or environmental managers, human resource directors and safety coordinators that are not responsible for the overall operation of a plant.

* IDEM can provide a conversion of the dollar figure into current dollars upon request.

FESOP requirements

“Authorized individual” means an individual responsible for the overall operation of one (1) or more manufacturing, production, or operating plants or a duly authorized representative of such person. For any public agency, the term means either a ranking elected official, the chief executive officer, or a designated representative of such person having responsibility for the overall operations of a principal geographic unit of the agency.

The definition of an “authorized individual” is similar to that of a “responsible official”, except that the definition of authorized individual is not as narrow. IDEM expects that the authorized individual would have a similar level of control as a responsible official, but the definition could include health and safety managers and others.

PART 70 / FESOP PERMIT- ANNUAL COMPLIANCE CERTIFICATION

This form should be used to satisfy the annual certification requirements for Part 70 sources under 326 IAC 2-7-6(5) and FESOP sources under 326 IAC 2-8-5(a)(1)(C). Attach a signed certification from the permit to complete the annual compliance certification.

SOURCE INFORMATION				
Source name:	Blue Ox Woodworks, Inc.			
Source address:	1234 N. Main St.			
City:	Greentown	State:	IN	Zip code: 47345
Mailing address: (if different)				
City:		State:		Zip code:
Permit number:	T000-0000-0000			
Contact person:	John Smith			
Phone number:	317/989-1234			
Fax number:	317/989-5678			
Reporting period:	1/1/00 to 12/31/00			

Section A - Information Verification (Optional)
Is the information in Section A correct? No
If not, what information has changed: Degreasing operation that does not exceed 145 gallons per 12 months and not subject to 326 IAC 20-6 has been added. Administrative amendment submitted 3/15/01. Removed paint booth, PB-1. Administrative amendment submitted 4/10/01.

Attach a signed certification form from the permit to complete this report.

Permit term/condition		Comp. status CC / IC	Methods	Report date / Comments
SECTION C - SOURCE OPERATION CONDITIONS				
C.1	Particulate Matter Emission Limitations For Processes with Process Weight Rates Less Than One Hundred (100) pounds per hour	CC	RK	
C.2	Opacity	IC	VE	8/17/00, Emergency Occurrence Report
C.3	Open Burning	CC	WP	
C.4	Incineration	CC	RK	
C.5	Fugitive Dust Emissions	CC	WP	
C.7	Operation of Equipment	IC	RR	9/25/00
C.8	Stack Height	CC	RK	
C.9	Asbestos Abatement Projects	CC	RK	
C.10	Performance Testing	CC	RK	
C.11	Compliance Requirements	CC	RK	
C.12	Compliance Monitoring	CC	RK	
C.13	Maintenance of Emission Monitoring Equipment	CC	RK	
C.14	Monitoring Methods	CC	PM, RK, VE	
C.15	Pressure Gauge and Other Instrument Specifications	CC	RK	
C.16	Emergency Reduction Plans	CC	RK	
C.17	Risk Management Plan	CC	RK	
C.18	Compliance Monitoring Plan - Failure to Take Response Steps	CC	RK, RR	
C.19	Actions Related to Noncompliance Demonstrated by a Stack Test	CC	RK	
C.20	Emission Statement	CC	RK	
C.21	General Record Keeping Requirements	IC	RK	10/5/00
C.22	General Reporting Requirements	CC	RR	
C.23	Compliance with 40 CFR 82 and 326 IAC 22-1; Stratospheric Ozone Protection	CC	WP	

CC = continuous compliance ; IC = intermittent compliance; RK = record keeping ; RR = records review; PM = parametric monitoring ; VE = visible emissions ; WP = work practice

Permit term/condition		Comp. status CC / IC	Methods	Report date / Comments
SECTION D - FACILITY OPERATION CONDITIONS				
D.1.1	Volatile Organic Compounds (VOC)	IC	WP	4/15/01, Deviation report attached
D.1.2	PSD Minor Limit	CC	RK	
D.1.4	Particulate Matter (PM)	CC	RK	
D.1.5	Preventive Maintenance Plan	CC	RK	
D.1.6	Testing Requirements	CC	ST	
D.1.8	VOC Emissions	IC	RK	4/15/01, Deviation report attached
D.1.9	Particulate Matter (PM)	CC	WP	
D.1.10(a)	Monitoring	CC	Insp	
D.1.10(b)	Monitoring	CC	Insp	
D.1.11(a)	Record Keeping Requirements	CC	RK	
D.1.11(b)	Record Keeping Requirements	CC	RK	
D.1.12	Reporting Requirements	IC	RR	8/15/00
D.2.1	Particulate Matter (PM)	CC	RK	
D.2.2	Preventive Maintenance Plan	CC	RK	
D.2.3	Particulate Matter (PM)	IC	RK	8/17/00, Emergency Occurrence Report
D.2.4	Visible Emissions Notations	CC	VE, RK	
D.2.5	Parametric Monitoring	CC	RK	
D.2.6	Broken or Failed Bag Detection	CC	Insp	
D.2.7(a)	Record Keeping Requirements	CC	RK	
D.2.7(b)	Record Keeping Requirements	CC	RK	
D.2.8	Reporting Requirements	CC	RR	

CC = continuous compliance ; IC = intermittent compliance ; RK = record keeping ; RR = records review ; VE = visible emissions ; Insp = inspection ; ST = stack test ; WP = work practice

**INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
OFFICE OF AIR QUALITY
COMPLIANCE DATA SECTION
(and include local agency if applicable)**

**PART 70 OPERATING PERMIT
QUARTERLY DEVIATION AND COMPLIANCE MONITORING REPORT**

Source Name: Blue Ox Woodworks, Inc.
Source Address: 1234 N. Main St., Greentown, IN 47345
Mailing Address: Same
Part 70 Permit No.: T000-0000-0000

Months: September to December Year: 2000

Page 1 of 2

This report is an affirmation that the source has met all the requirements stated in this permit. This report shall be submitted quarterly based on a calendar year. Any deviation from the requirements, the date(s) of each deviation, the probable cause of the deviation, and the response steps taken must be reported. Deviations that are required to be reported by an applicable requirement shall be reported according to the schedule stated in the applicable requirement and do not need to be included in this report. Additional pages may be attached if necessary. If no deviations occurred, please specify in the box marked "No deviations occurred this reporting period".

NO DEVIATIONS OCCURRED THIS REPORTING PERIOD.

THE FOLLOWING DEVIATIONS OCCURRED THIS REPORTING PERIOD

Permit Requirement (specify permit condition #) B.8, D.1.1 and D.1.8

Date of Deviation: 12/2/00 to 12/7/00

Duration of Deviation: 5 days

Number of Deviations: 1

Probable Cause of Deviation: A non-compliant coating was used to paint metal parts because a vendor supplied a non-compliant coating.

Response Steps Taken: Upon discovery, the company immediately resumed using a compliant coating and the non-compliant coating was returned to the vendor. The company used 100 gallons of non-compliant coating with a VOC content of 4.0 lbs./gal. and an extra 50 pounds of VOC were emitted above allowable VOC emissions.

Permit Requirement (specify permit condition #)

Date of Deviation:

Duration of Deviation:

Number of Deviations:

Probable Cause of Deviation:

Response Steps Taken:

Permit Requirement (specify permit condition #)	
Date of Deviation:	Duration of Deviation:
Number of Deviations:	
Probable Cause of Deviation:	
Response Steps Taken:	
Permit Requirement (specify permit condition #)	
Date of Deviation:	Duration of Deviation:
Number of Deviations:	
Probable Cause of Deviation:	
Response Steps Taken:	
Permit Requirement (specify permit condition #)	
Date of Deviation:	Duration of Deviation:
Number of Deviations:	
Probable Cause of Deviation:	
Response Steps Taken:	

Form Completed By: Joe Smith

Title/Position: Environmental Manager

Date: 4/15/01

Phone: 317/989-1234

Attach a signed certification to complete this report.

**INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
OFFICE OF AIR QUALITY**

**PART 70 OPERATING PERMIT
CERTIFICATION**

Source Name: Blue Ox Woodworks, Inc.
Source Address: 1234 N. Main St., Greentown, IN 47345
Mailing Address: same
Part 70 Permit No.: T000-0000-0000

This certification shall be included when submitting monitoring, testing reports/results or other documents as required by this permit.

Please check what document is being certified:

- Annual Compliance Certification Letter
- Test Result (specify) _____
- Report (specify) Deviation report _____
- Notification (specify) _____
- Affidavit (specify) _____
- Other (specify) _____

I certify that, based on information and belief formed after reasonable inquiry, the statements and information in the document are true, accurate, and complete.

Signature:

Printed Name: Sam R. Jones

Title/Position: Vice President

Phone: 317/888-9999

Date: 4/13/01