

VISIBLE EMISSIONS CERTIFICATION PROGRAM FALL 2016

The ADEM Visible Emissions (VE) Certification Program will conduct a certification session during October 2016. The session will begin on October 4, 2016, with the first four hours of the day devoted to a classroom-type lecture. The field certification portion of the program will begin the same afternoon and will continue through October 6, 2016. See the attached memo from Ronald W. Gore, Chief – Air Division, concerning those who should attend.

The lecture session is required for those certifying for the first time and once every three (3) years thereafter. Field Certification is valid for six (6) months.

There are three (3) methods available for registering to attend the VE Certification Program. Participants can register using the on-line registration procedure, by mail, or on site (additional fee required). **The deadline for early registration, either on-line or mail-in is September 23, 2016.**

To avoid late fees, mail-in applications must be postmarked by the close of business on September 23, 2016. Participants registering either by mail or on-line after the deadline will be subject to a \$100.00 late fee. Participants that elect to register on site will incur an additional fee of \$50.00. Payment for mail-in and on-site registration can be in the form of check, money order, or credit card. On-line registration will start August 1, 2016, and be available until September 23, 2016 (late fees will apply after September 23, 2016).

Registration may be accomplished by completing the attached registration form and submitting it, along with a method of payment, to ADEM – Air Division by the deadline. Registration forms will not be processed without full payment.

OR

Attendees may register using the **on-line registration procedure**. To register on line, access the URL, <http://www.alabamainteractive.org/smoke/SelectCourseStep.str> and follow the directions on the website. On-line registration may also be accessed through www.adem.state.al.us by choosing the “Air Division” and the “Visible Emissions” tab. The on-line registration method allows the use of **credit cards** and **e-checks** for fee payment.

Note: Faxed applications will not be processed until payment is received.

<u>Event</u>	<u>Date</u>	<u>*Time</u>
Lecture	October 4, 2016	8:30 a.m.
Field Day 1	October 4, 2016	1:00 p.m.
Field Days 2 & 3	October 5-6, 2016	8:00 a.m.

***Lecture – Sign-in begins at 7:45 a.m.**

Field – 1st day Sign-in begins at 12:30 p.m.

-- 2nd & 3rd day Sign-in begins at 7:00 a.m.

GENERAL SMOKE SCHOOL INFORMATION

- LOCATIONS:** **Lecture** – AL Department of Environmental Management (ADEM)
1400 Coliseum Blvd, Montgomery, AL
**Main Conference Room- enter through rear lobby door
- Field** – Chisholm Community Center
545 East Vandiver Blvd, Montgomery, AL
**Across from Montgomery Zoo, open grass/soccer field north of
the Center
- FEES:** **\$360.00** – Lecture with Field
\$290.00 – Field Portion Only
\$100.00 – Late Fee (in addition to the registration fee)
\$ 50.00 – On-site registration (in addition to the registration and late fees)

Note: (Federal, State, and City regulatory personnel are exempt from fees.)

If registering by mail, a check, money order (payable to the Alabama Department of Environmental Management - Air Division), or credit card information must accompany the attached registration form and must be postmarked no later than September 23, 2016. No mail-in applications will be accepted that are postmarked after September 23, 2016, without a late fee. Please send applications to:

Alabama Department of Environmental Management
Attention: Air Division – VE Program
P. O. Box 301463
Montgomery, Alabama 36130-1463

Fees are refundable only in certain situations but may be applied to other personnel if necessary.

LECTURE: Lecture participants will be required to correctly answer 72% of the test questions on an open book exam in order to qualify for attendance of the field certification program. Applicants wishing to receive study materials pertinent to the exam must indicate their request on the registration form. Upon receipt of registration fees, requests will be granted until three weeks prior to the lecture date. For your convenience, local maps and hotel locations with rate listings may be obtained by marking the appropriate box on the attached registration form.

Note: Individuals that have been previously certified and have passed the ADEM lecture exam at least once, may take the exam without attending the lecture. Those individuals must arrive and register at the lecture location no later than 10:00 a.m. on October 4, 2016. The exam will be given not later than 10:30 a.m. The regular lecture fee is still required.

FIELD: Persons with valid VE certification cards must bring them to the course. Attendees should also bring a chair, a clipboard, and a ballpoint pen. It is important to wear clothing appropriate for the weather conditions. If you have a disability that might require special materials, services, or assistance, or if any further information is needed, please notify Harrison Leonard at (334) 271-7902, or Mark Davidson at (334) 270-5625.