REGISTRATION INSTRUCTIONS:

**First Time Users:**
Please go to: [www.apti-learn.net](http://www.apti-learn.net) and follow all of the below steps:

1. Click on the “First time user? Click here to register” link on the left side of the webpage;
2. First screen requires: 1) work email address; 2) first and last names; 3) password; and 4) security question;
3. Second screen asks about affiliation/agency – click *WESTAR (Western States Air Resources Council);
4. At this point a drop-down menu will appear that lists 15 western states, click the state in which your agency resides;
5. Once you have selected the state another drop-down menu will appear which asks you to identify the specific agency that you work for;
6. Third screen includes a list of job functions and other profile information. You can click as many (or few) job functions as appropriate. Once you have completed this third screen, you are done setting up your profile.

**After completing the profile:**

1. Click the “Home” tab in the upper left hand corner;
2. The Home Page includes the 2013 Training Calendar below the “Welcome” and “APTI LMS Training Videos”;
3. Scroll down the 2013 Training Calendar until you see training course that you are interested in registering for;
4. On the right side you will see a “register” link;
5. Click the “register” link, and voila you are registered (be patient it takes a few seconds for the confirmation note to pop-up);
6. You will receive an automatically generated email saying that you have been placed on a waiting list (this is so unapproved attendees can be weeded out).
7. Once I have approved you, you will receive a second email saying you are enrolled.

**Previously Registered Users:**

1. Enter email address and password in appropriate spaces;
2. Go to step 7 (above) and follow directions.

*IF YOU NEED ASSISTANCE REGISTERING FOR THE COURSE PLEASE CONTACT: JEFF GABLER (503) 478-4955 or JGABLER@WESTAR.ORG*

**REGISTRATION DEADLINE:**
Friday, February 27, 2014
TUESDAY, MARCH 18, 2014
8:00 am  Introductions/Welcomes/Pre-Test
8:30 am  New Source Review Program – Background & History
9:30 am  Break
9:45 am  Prevention of Significant Deterioration (PSD) Applicability
11:30 am  Lunch (on your own)
12:45 pm  PSD Applicability (cont’d)
2:30 pm  Break
2:45 pm  PSD Applicability (cont’d)
4:30 pm  Adjourn for Day

WEDNESDAY, MARCH 19, 2014
8:00 am  PSD Applicability (cont’d)
9:30 am  Break
9:45 am  PSD Applicability (cont’d)
11:30 am  Lunch (on your own)
12:45 pm  Applicability Exercises
2:30 pm  Break
2:45 pm  Applicability Exercises (cont’d)
4:30 pm  Adjourn for Day

THURSDAY, MARCH 20, 2014
8:00 am  PSD Requirements – BACT
9:30 am  Break
9:45 am  PSD Requirements – NAAQS Analysis
11:30 am  Lunch (on your own)
12:45 pm  PSD Requirements – Increment & Other Analyses
2:30 pm  Break
2:45 pm  Nonattainment Area Applicability & Requirements
4:00 pm  Post-Test

4:30 pm  Adjourn

ABOUT THE TRAINING COURSE

COURSE DESCRIPTION:
WESTAR’s Air Quality Training Program will host an Intermediate New Source Review/Prevention of Significant Deterioration (NSR/PSD) training course. The objectives of the course are to provide attendees with a review of permitting elements, regulatory requirements, and policies pertaining to the major New Source Review program, and provide attendees with the knowledge, skills and abilities to identify pertinent regulatory and policy materials, and the ability to apply these to day-to-day responsibilities and activities.

MAJOR TOPICS:
- New Source Review Program – Background and History
- Prevention of Significant Deterioration (PSD) Applicability
- PSD Requirements
  - BACT
  - NAAQS Analysis
  - PAL
  - Increment and Other Analyses
- NSR Reform
- Nonattainment Area Applicability and Requirements

SPACE LIMITATION: Registration is limited to 30 attendees. Air quality staff from the fifteen western states receive registration preference.

REGISTRATION FEES: There are no registration fees for state, local or tribal air quality agency staff. For federal employees registration fees are $450.

TRAINING LOCATION
State of Arizona
Dept. of Environmental Quality
1110 W. Washington Street
Room 3175
Phoenix, AZ
602-771-2300
Attendees and speakers are responsible for making their hotel reservations. Below is a list of potential hotels in Phoenix. The listed hotels may be within walking distance. WESTAR DOES NOT have room blocks at these hotels. Please ask for government rate.

Below is a list of hotels within 1 mile of the State of Arizona DEQ.

**Hotel San Carlos – Downtown Convention Center**  
202 N. Central Avenue  
Phoenix, AZ 85004  
866-253-4121

**Hyatt Regency Phoenix**  
122 N. 2nd Street  
Phoenix, AZ 85004  
602-252-1234

**Hotel Palomar Phoenix**  
2 East Jefferson Street  
Phoenix, AZ 85004  
(602) 253-6633  
Res: (877) 488-1908

**Renaissance Phoenix Downtown**  
50 East Adams Street  
Phoenix, AZ 85004  
(602) 333-0000