

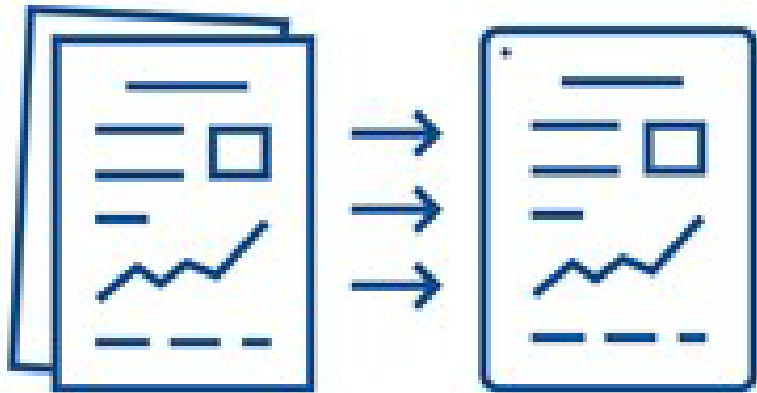


# Electronic Reporting Updates **STORS** and Introducing **ACRES**

TCEQ Trade Fair 2025

Elizabeth Smith – Asst. Regional Director, TCEQ DFW Region

# Outline



**PAPERLESS**

## STORS

- What is STORS?
- Need for STORS
- Benefits of STORS
- Tips for STORS
- Successes

## ACRES

- Introduction of ACRES

# What is STORS?

- Stack Test Online Reporting System
- Portal to enter documents related to stack testing events
- Launched May 2023
- Module within the State of Texas Environmental Electronic Reporting System (STEERS)
- Required for all stack test notifications as of January 1, 2024
- Required for all stack test reports as of July 1, 2024



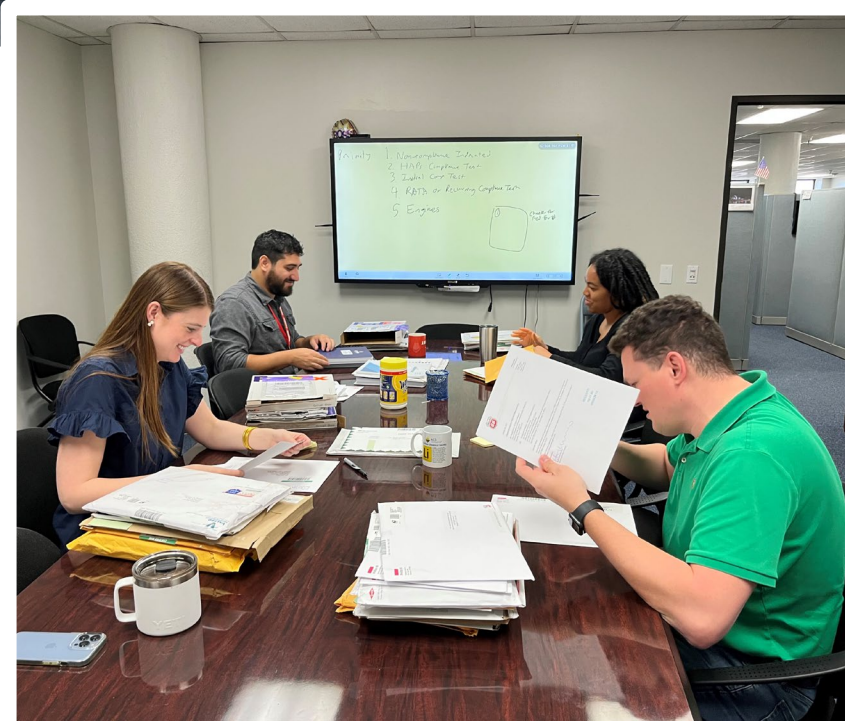
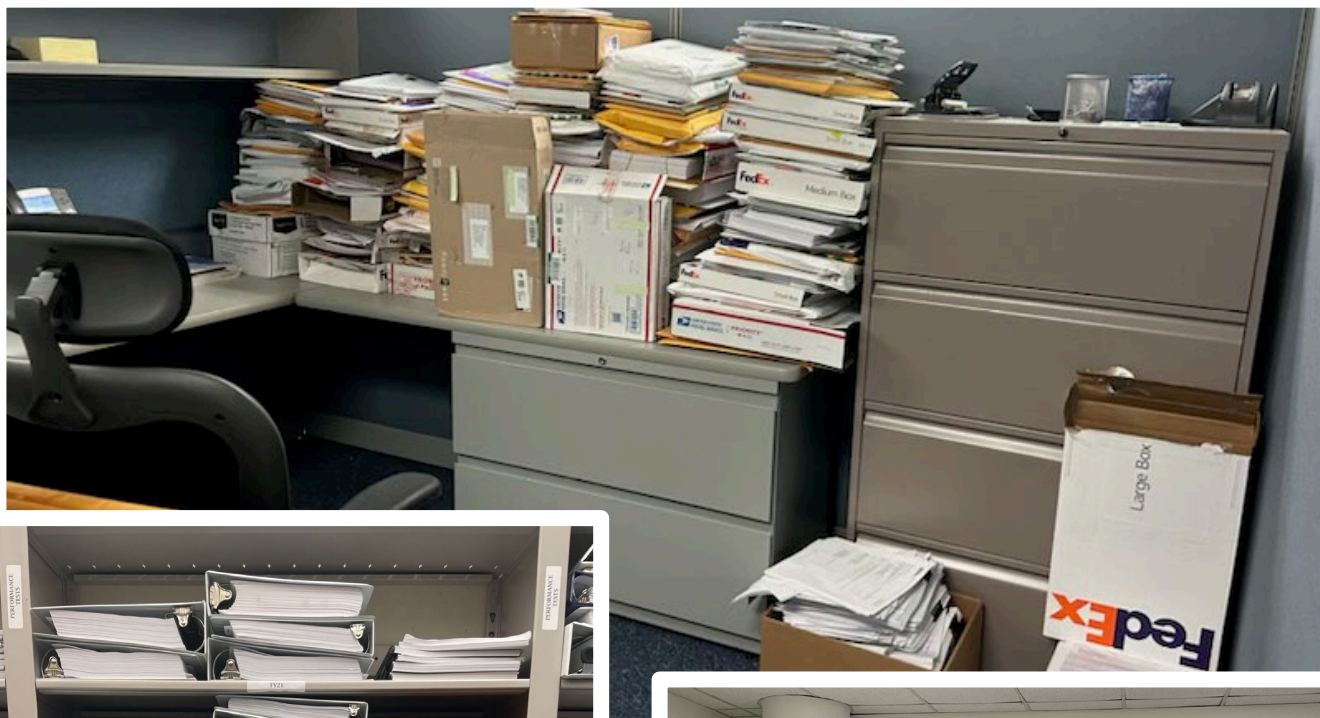


# The need for STORS



- Stack test reports are voluminous
  - Lots of paper for hard copies
  - Large files sizes for electronic
  - Requirements to send multiple copies to agency
  - Limited physical space to store hard copies
- High quantity of reports and notifications submitted
  - Approximately 13,000 documents annually
  - Each report coded for filing and prioritized for review
- Regulated Community asking for way to submit electronically and reduce redundancies.







# Internal efficiencies created by STORS

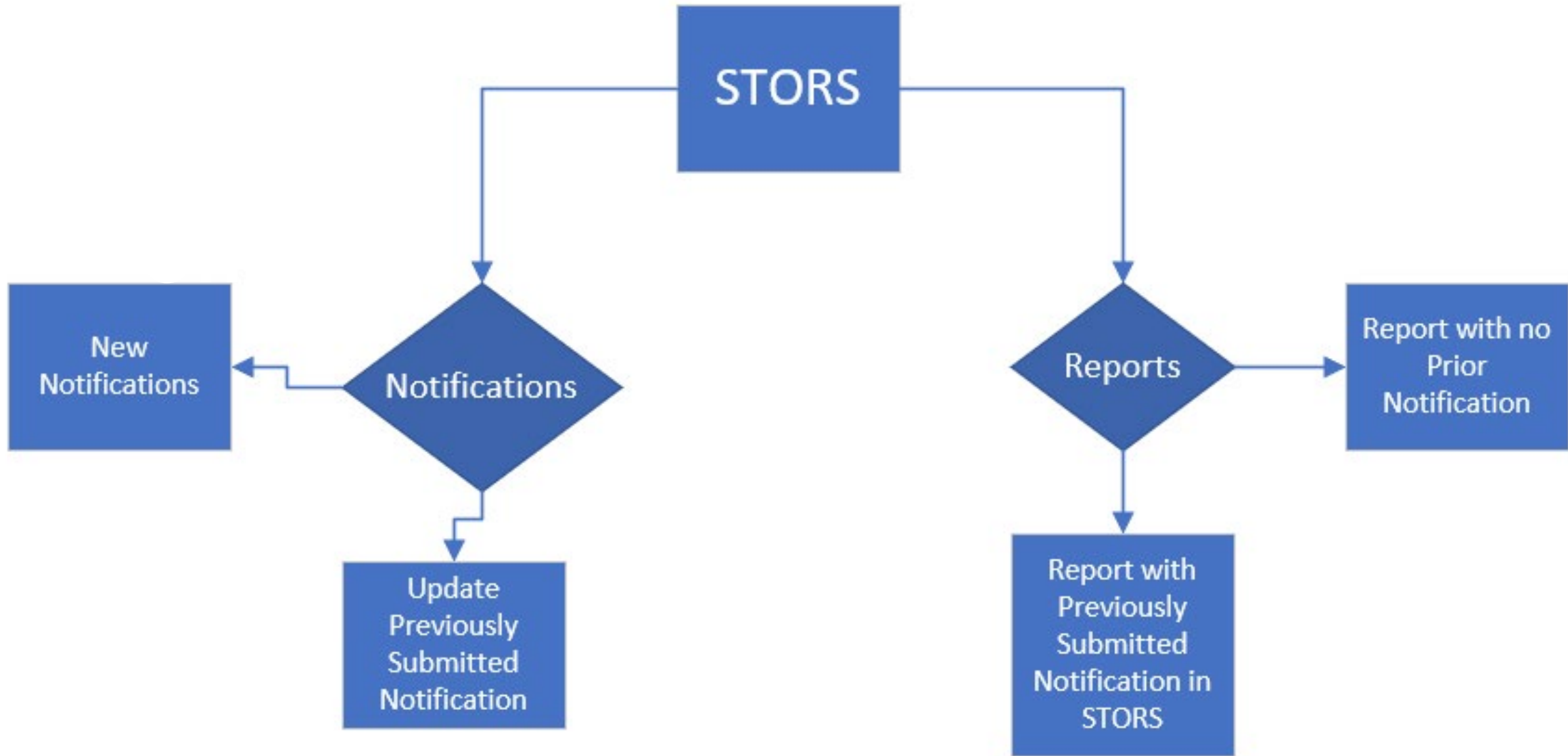


- Automatic document coding and electronic filing
- Automatic prioritization
- More immediate alerts to TCEQ staff for waiver requests
- Removal of physical originals and convenience copies
- Automatic confirmation of receipt
- Improved records tracking and retrievability
- Save approximately 28,000 hours of TCEQ staff time

# Embedded Efficiencies for Submitter

- Ability to download blank Excel and upload completed Excel form
- Ability to copy-forward previously-reported notifications and reports
- Data from notification carries forward to stack test report
- Serves as records storage and receipt confirmation
- Cost savings for paper, printing and mailing







# Welcome to STEERS



Questions or Comments >>

TCEQ Home

**Welcome to STEERS**, the State of Texas Environmental Electronic Reporting System.

Here is what you can do online in STEERS:

## e-Permits\Registrations:

- » Aggregate Production Operations Registration
- » Air New Source Review and Title V Operating Permits
- » Municipal Solid Waste Notifications
- » Petroleum Storage Tank (PST) Registrations
- » Tax Relief for Pollution Control Property
- » Water Quality General & Individual Permits (SW, WW, & [more](#))
- » Water Quality Emergency Preparedness System

## e-Reporting:

- » Annual Emissions Inventory Report (AEIR)
- » Air Emissions & Maintenance Events (AEME) Reporting
- » Emissions Banking and Trading (EBT)
- » Industrial & Hazardous Waste (IHW) NOR and Summaries
- » Municipal Solid Waste (MSW) Reporting
- » Pollution Prevention Planning (P2PLAN) Reporting
- » Public Drinking Water (PDW)
- » [Stack Test Online Reporting System \(STORS\)](#)
- » Tier II (TIERII)
- » Training Roster Online Submittal (TROLS)

See [details of what you can do](#).

This is STEERS version 6.7.

Enter STEERS:

STEERS Account:

Password:

Login



I need:

- [my password](#)
- [to create a new account](#)
- [to authorize another user's account](#)

## Find Out When STEERS Will Be Offline

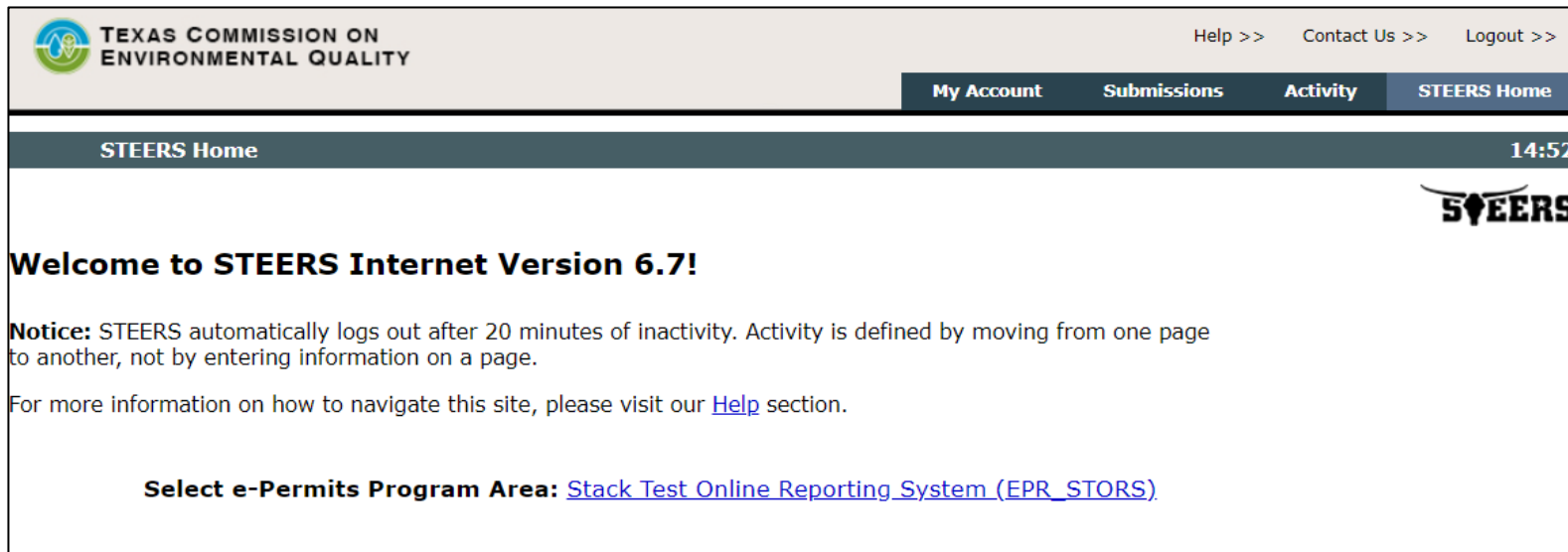
We do our best to ensure that STEERS is online when you need it. But for upgrades, security measures, and other maintenance, we must bring STEERS or one of its modules offline. We cannot predict emergency outages, but for scheduled downtimes, see our [STEERS maintenance schedule](#).



- How to Setup an Account in STEERS  
<https://youtu.be/uYP-HI4-EXE>
- RG-531a: A Guide to Creating an Account in STEERS E-Permitting

# When you log in

- Answer security question – not case sensitive
- Confirm previous logins
- Select “Stack Test Online Reporting System (EPR\_STORS)”





# Getting started in STORS

Do not use web browser back button when filling out application.



## Activities

I want to:  a new, renewal, revision, or termination application

an application by password

Or choose one or more pending applications below:

| Select                   | Edit                                | Ref Number           | App Type             | Regulated Entity          | Site Location                  | Customer                       | Status                               | Report                                |
|--------------------------|-------------------------------------|----------------------|----------------------|---------------------------|--------------------------------|--------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/>            | <input type="text"/> | <input type="text"/> |                           |                                |                                | All <input type="button" value="v"/> |                                       |
| <input type="checkbox"/> | <input type="button" value="edit"/> | 74118                | ST-NOTIF-NEW         | HYDRO ALUMINUM METALS USA | 2000 ECONOMIC, COMMERCE, 75428 | Hydro Aluminum Metals USA, LLC | Ready to Sign                        | <input type="button" value="report"/> |

10    (1 of 1)

# STORS - New Notification

Do not use web browser back button when filling out application.



Select One Application Type:

**Stack Test Notification**

- ☒ New Notification
- ☐ Update/Reschedule Notification
- ☐ Cancel one or more scheduled Stack Tests

**Stack Test Report**

- ☐ Submit Stack Test Report without Notification
- ☐ Submit Stack Test Report

[Activities](#)

[Next](#)



# Allowing Others Access

- Option 1: Give Them the Reference Number and Password.
  - This option is more secure, these users cannot change access rights, and the notification is not listed on their Activities page in STEERS STORS.
- Option 2: Use the “Set Access Rights” link.
  - Clicking this link will navigate you to a new screen where you will select the notification and add your representative’s STEERS account number to the notification. These users can change access rights (including your access rights). The notification will be listed on their “Activities” page in STEERS STORS. You can also see users who already have access to the selected application, remove existing ER accounts associated with the application or changes the password for the application.
- Both options require your representatives have existing STEERS accounts.

# Entering Source Information

Create

Fillout

Sign

Submit

Source information can be uploaded via an Excel file and downloaded to an Excel file.

Reference Number: 76311

|   |       |
|---|-------|
| Site Information (Regulated Entity)                         | Done  |
| Customer Information  | Done  |
| Section 1# Stack Test Notification Source Information - New | To Do |
| Notification General Information                            | To Do |

## Section 1# Stack Test Notification Source Information - New

Enter the total number of sources (EPN) being included in this notification:

Number of saved Source question set(s) : 0



[Export Template](#)

[+ Import Excel](#)

The system will display up to 2 Source question set(s) per section. Based on your Total, additional Source question set(s) might be created when you click Next/Save.

Source #:1

Delete

- ★ 1. Source Name
2. Emission Point Number (EPN) of the source  
*Either an EPN or a FIN is required.*
3. Facility Identification Number (FIN)  
*Enter Unit No. or Serial No. if there is no FIN or EPN*
- ★ 4. Source Type
5. Enter the permit or registration number.
- ★ 6. Is there a Title V permit on the RN?



Create Fillout Sign Submit

Source # 1: Provide an answer to all questions.  
Source # 2: Provide an answer to all questions.  
Source 2 : Provide the Federal, State or other rule based on which the Stack Test is being conducted.  
Please fix the errors on the page.



Source information can be uploaded via an Excel file and downloaded to an Excel file.

? Reference Number: 76290

Delete this Section

? Section 1# Stack Test Notification Source Information - New

? Enter the total number of sources (EPN) being included in this notification:

? Number of saved Source question set(s) : 5  

? [Export Template](#) 

+

*The system will display up to 2 Source question set(s) per section. Based on your Total, additional Source question set(s) might be created when you click Next/Save.*

Source #:1

Delete

★ 1. Source Name

2. Emission Point Number (EPN) of the source

*Either an EPN or a FIN is required.*

3. Facility Identification Number (FIN)

*Enter Unit No. or Serial No. if there is an FIN or EPN*

Create

Fillout

Sign

Submit

Section 3# Stack Test Notification Source Information - New section has been saved successfully. Please continue until all sections are complete.

? Reference Number: 76290

|   |       |
|---|-------|
| Site Information (Regulated Entity)                         | Done  |
| Customer Information  | Done  |
| Section 1# Stack Test Notification Source Information - New | Done  |
| Section 2# Stack Test Notification Source Information - New | Done  |
| Section 3# Stack Test Notification Source Information - New | Done  |
| Notification General Information                            | To Do |

? Notification General Information

★ 1. Are you requesting a pre-test meeting?

★ 1.1. Proposed pre-test meeting date

★ 2. Name of the company performing the Stack Test

Activities

Next/Save



# STORS - Reports

Do not use web browser back button when filling out application.



Select One Application Type:

**Stack Test Notification**

- ☐ New Notification
- ☐ Update/Reschedule Notification
- ☐ Cancel one or more scheduled Stack Tests

**Stack Test Report**

- ☐ Submit Stack Test Report without Notification
- ☒ Submit Stack Test Report

[Activities](#)

[Next](#)

|   |       |
|---|-------|
| Site Information (Regulated Entity)             | Done  |
| Customer Information                            | Done  |
| Section 1# Stack Test Report Source Information | To Do |

★ 10. Waiver Requested? No

★ 11. Type of Stack Test to be conducted RATA

★ 12. Name of the company performing the Stack Test ABC

★ 13. Testing Frequency INITIAL

★ 14. Planned Stack Test Start Date 04/05/2024

★ 15. Planned Stack Test End Date 04/05/2024

★ 16. Type of Stack Test conducted RATA

★ 17. Actual Stack Test End Date 03/20/2024

★ 18. Did an exceedance of an applicable emissions standard occur? No

★ 19. Is this a resubmission? No

20. Enter any additional information you wish to provide.

Additional information

★ 21. Upload Stack Test Report for this Source/EPN?

*One document per source/EPN/FIN/unit.*

*Allowed file types: txt,pdf,doc,wpd,csv,xls,xml,jpg,gif,tif,docx,xlsm,xlsx,jpeg*

+ Choose..

| File Name  | Confidential                           |
|--|--|
| <input type="checkbox"/> 1 : EPN_BLDG E-STCKTST_RATA-CNT_1.pdf | <input checked="" type="checkbox"/> No |

Delete

# And after submitting the report...

- TCEQ staff can now see the submittals, query and determine TCEQ's next steps
  - Automatically assigned a priority
  - Alerts on need for waivers or exceptions
- Official Record of the Report is transmitted to TCEQ Records Online



# Tips for Using STORS

- Turn off any pop-up blocking features in your web browser.
- Click the question mark icon to open the help dialog box. The dialog box contains specific instructions for each field, examples, and helpful tips.
- Complete all required information. Fields marked with a red asterisk (\*) are **required**.
- Image quality is important – recommend minimum DPI 200
- Do **NOT** use browser navigation tools – it can terminate your session and lose your information.
- STEERS STORS cannot accept special characters in the text fields. Please write out any special character as text. Example: Write out the word "percent" instead of using "%".

# What if it's not working?

- If the system is not functioning or is not functioning correctly, you may submit your documents to your TCEQ Regional office. You are encouraged to document the reason you were unable to access STEERS, such as a screenshot of errors you encounter. In this scenario:
  - Notifications can be submitted electronically or physical copy
  - Reports can only be submitted by physical copy



## STEERS Maintenance Schedule



The following table lists TCEQ scheduled maintenance activities that may result in parts or all of STEERS being unavailable. Not all maintenance activities will result in STEERS downtime and the maintenance tasks do not always take up the entire scheduled time. You may try to access STEERS during the times listed below, but it is possible STEERS service could be disrupted during these times without warning.

| Module Affected    | When   | Reason                          |
|--------------------|--|---------------------------------|
| Entire Application | 1st and 3rd Thursdays of every month, from 6:00 PM to 5:00 AM. | Server and database maintenance |
| Entire Application | Every Tuesday, 5:00 AM - 6:00 AM                               | Servers are rebooted            |

**Note:** There are times where STEERS or individual modules of STEERS may be taken down to accommodate a release. Prior to these releases, a news item will usually be posted on the STEERS Home page with the scheduled date and time of the outage.



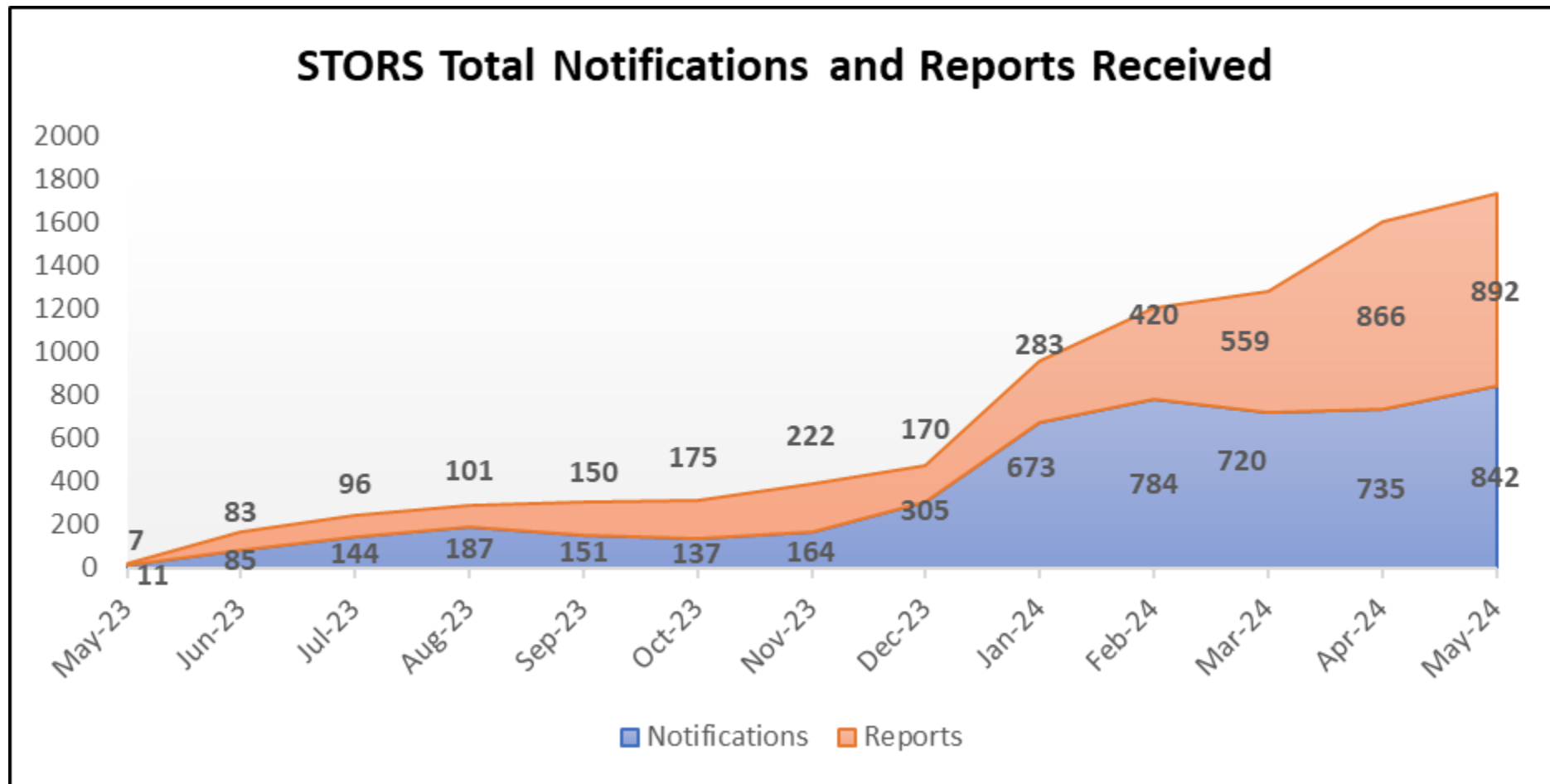
# Still Need Help?

- You're a Small Business
  - Small Business and Local Government Assistance (SBLGA) program can help with questions about creating your STEERS account or other stack testing requirements. SBLGA hotline 800-447-2827.
- Problems with STEERS Account
  - Contact the STEERS Help Line at 512-239-6925 or [steers@tceq.texas.gov](mailto:steers@tceq.texas.gov).
- Issues in STORS
  - Contact our Program Support and Environmental Assistance Division staff at 512-239-0400 or at [STORS@tceq.texas.gov](mailto:STORS@tceq.texas.gov).

# More Help

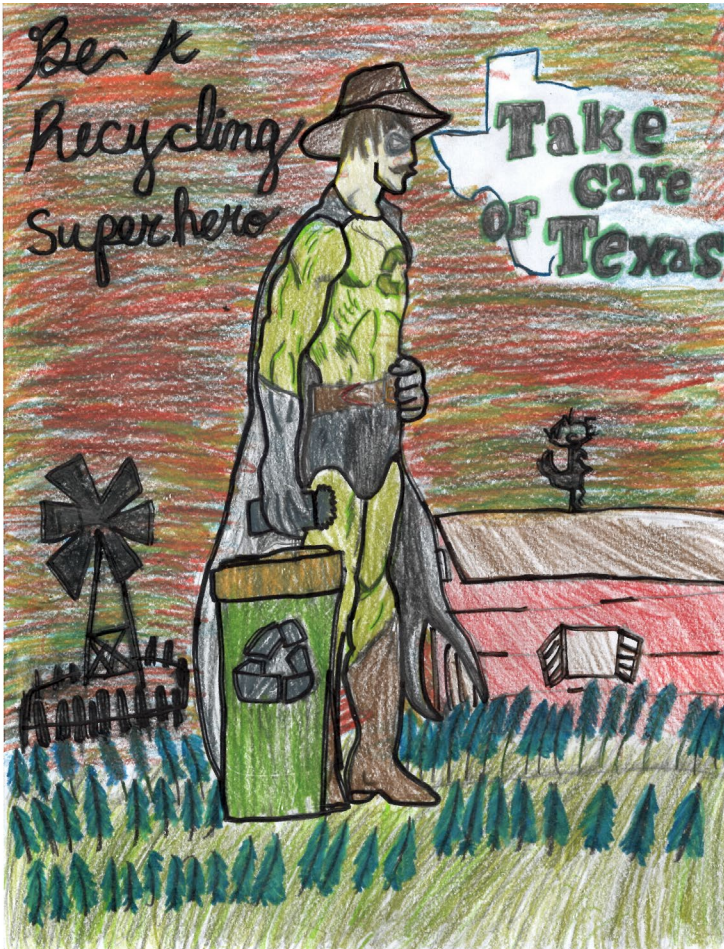
- Technical assistance on requirements for stack testing, including rule or permit requirements or testing methods
  - Contact the applicable regional office.
- For guidance on notifications and stack test requirements, please go to our Emission Evaluation & Stack Testing for Air Quality webpage.
  - <https://www.tceq.texas.gov/compliance/investigation/air/air-stack>

# Use of STORS in first year





# What we've learned



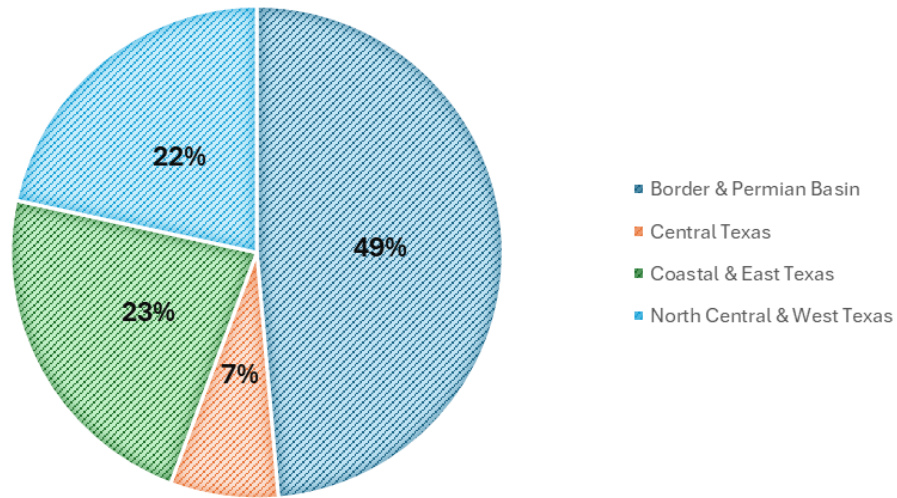
## Original Estimate

- 13,000 documents per year

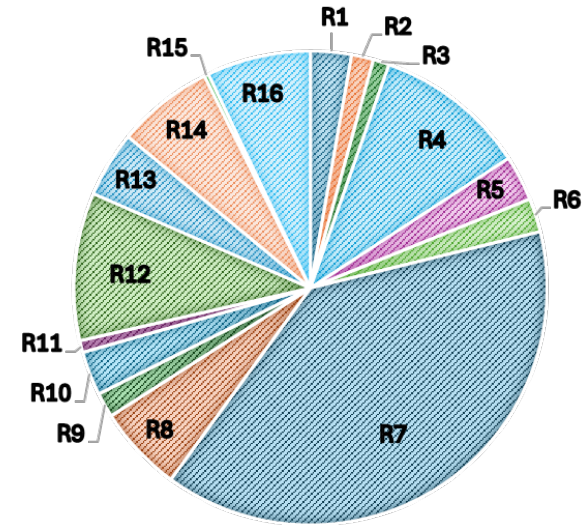
## Actual Numbers

- 12,207 documents in Q1 and Q2 of FY25 alone
  - Reports: 4,766
  - Notifications: 7,441

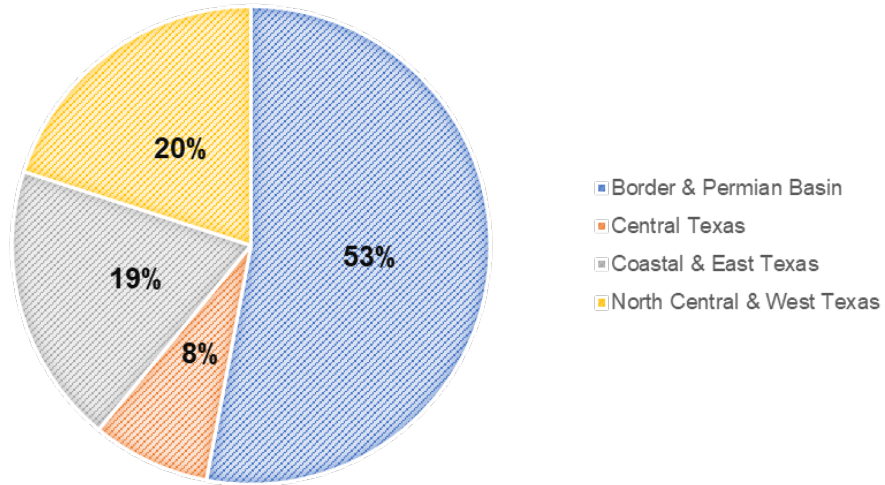
### TOTAL NOTIFICATIONS % BY AREA



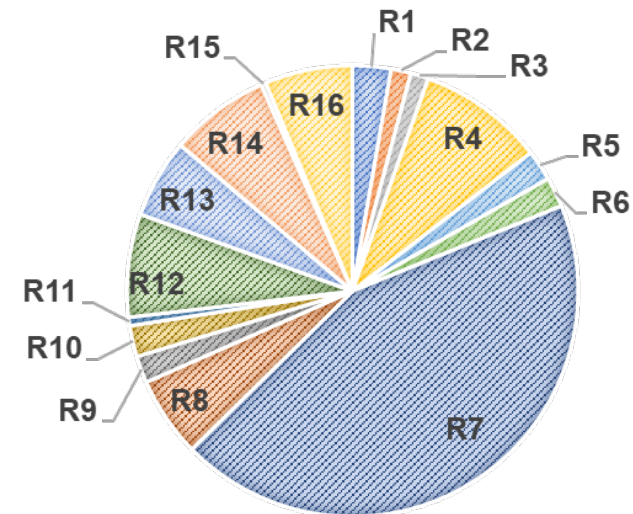
### TOTAL NOTIFICATIONS % BY REGION



### TOTAL REPORTS % BY AREA

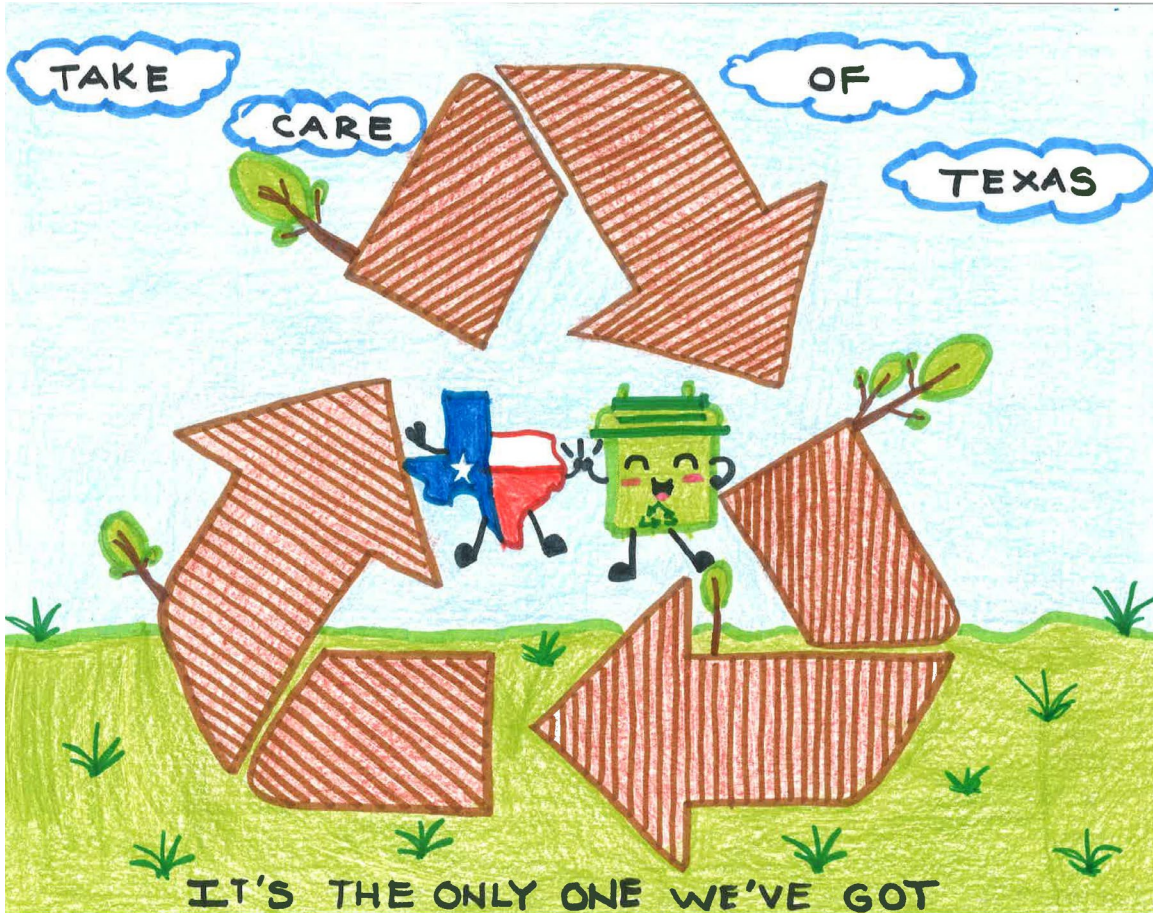


### TOTAL REPORTS % BY REGION





# The Perks of STORS



- Increased efficiencies for Regulated Community and TCEQ
- Reduction in paper use and waste
- Improved file accessibility



# The Perks of STORS (so far!)

## TCEQ Staff savings

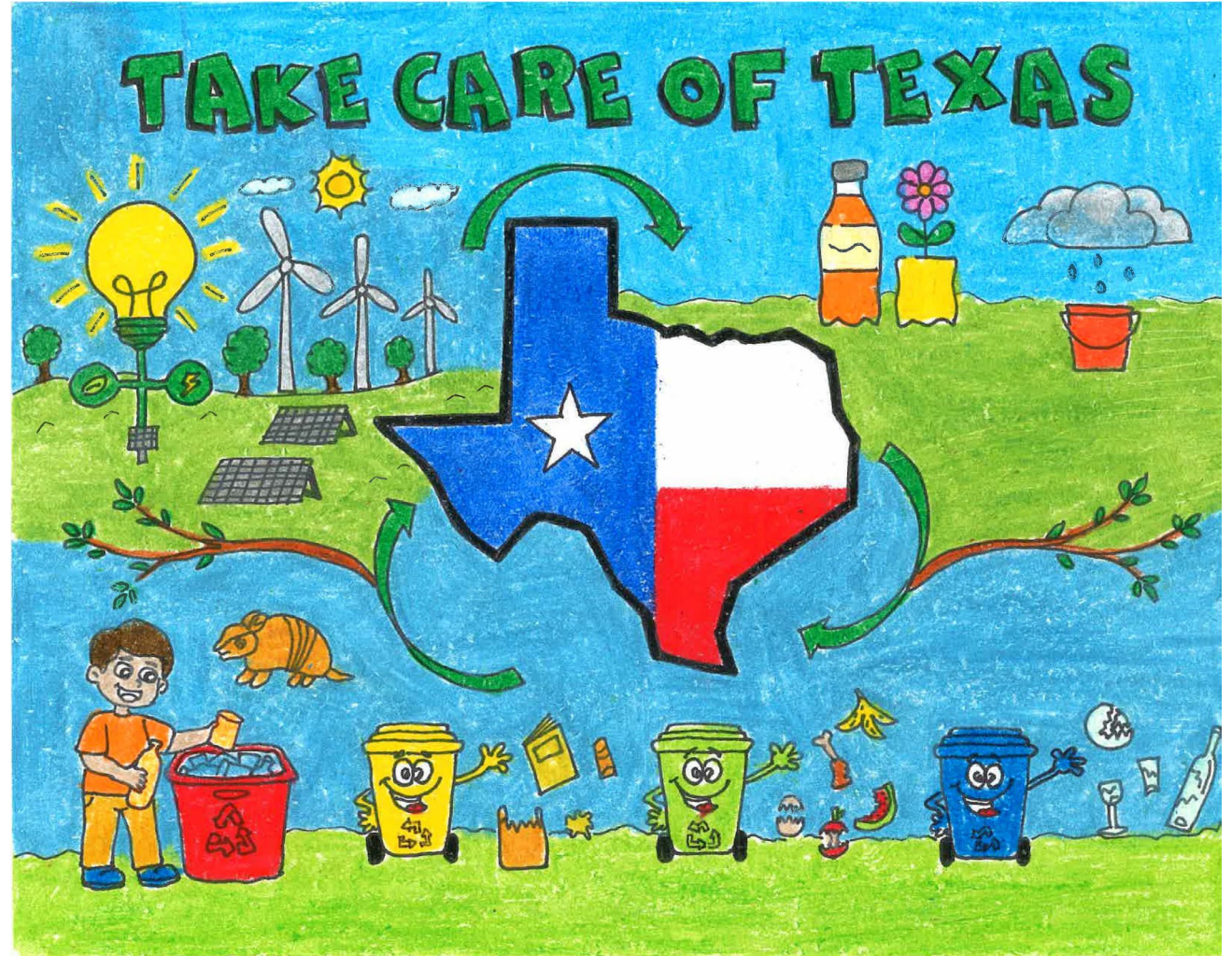
Estimated time spent by staff on administrative tasks for stack test notifications and reports (not investigation time) reduced by 37.5%

Faster turnaround from test date to report submission

## Paper savings

Estimate that STORS has saved ~3 million sheets of paper

## Emissions and Fuel Savings



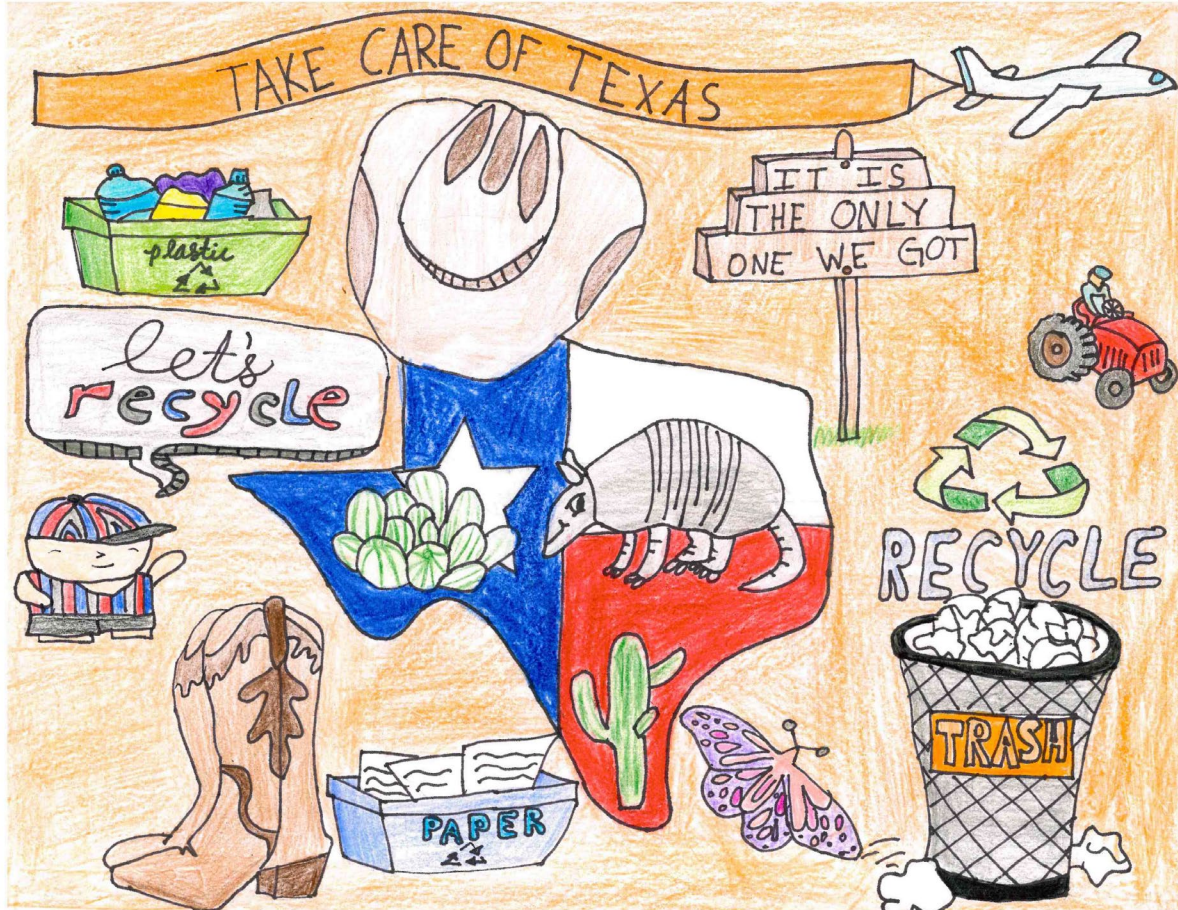


# Air Compliance Reporting Electronic Submissions (ACRES)

- Project kick off September 2024
- Currently in development



# Tentative Format for ACRES



## Operate much like STORS

- Documents will still be submitted on forms you used previously
- Minimal Data Entry

## Planning for future expansion

- Being developed with a generic platform so that additional types of reports can be added in the future.



# ACRES

## Initial Implementation

- Title V Deviation Reports required by 30 TAC 122.145(2)
- Title V Permit Compliance Certifications required by 30 TAC 122.146

## Universe

- 1,383 Title V permits at Major Sources
- 191 Title V permits at Other Sources
  - Landfills and ACIs



## Be Involved!

Are you interested in receiving updates on the ACRES project or participating in Stakeholder sessions or testing during ACRES development?

Please let us know!

[ACRES@tceq.texas.gov](mailto:ACRES@tceq.texas.gov)





# What Next?



- Gateway to Future Projects?
  - OSSF Applications
  - All Documents submitted electronically?
- Hurdles
  - Rule or regulatory restrictions
  - One size doesn't fit all
  - Competing priorities





## Thank you!

Elizabeth Smith

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