

**CHECK LIST FOR THE APPLICATION AND REGISTRATION OF CONSULTANT
FOR CONTINUOUS EMISSION MONITORING SYSTEM (CEMS)**

COMPANY NAME : _____

| NO. | CONTENTS | YES(✓) / NO(X) | REMARKS |
|------------|--|---------------------------|----------------|
| 1 | Application Letter & Registration Form | | |
| 2 | Company Profile | | |
| 3 | Registration of Company (ROC) | | |
| 4 | Information on Personnel for CEMS (Appendix A1) | | |
| 5 | Information on Analyzers and Equipment for CEMS (Appendix A2) | | |
| 6 | Training Certificate from Manufacturer (Analyzers and Equipment) | | |
| 7 | Authorized Distributor Letter from Manufacturer (Analyzers and Equipment) | | |
| 8 | Catalogue, Operating Manual & Specifications on CEMS Analyzers and Equipments | | |
| 9 | Description for CEMS Analyzer and Equipment on-site Installation & Operation Procedure (Extractive Sampling Method) | | |
| 10 | CEMS Analyzer and Equipment Schematic Diagram (Extractive Sampling Method) | | |
| 11 | CEMS International Certification Schemes | | |
| | a. United Kingdom Monitoring Certification Scheme (MCERTS)-EN15267-3 & EN14181 | | |
| | b. German Technical Inspection and Monitoring Union (TUV) QAL1-EN15267-3 & EN14181 | | |
| | c. Performance Specifications Test Report - Specific Field Test Report in USA (follow Performance Specifications by USEPA) | | |
| 12 | Quality Assurance and Quality Control Practices (eg QC Activities-daily, weekly, monthly, yearly) | | |

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| 13 | Stack Sampling Methodology and Standard Reference Method for dust /gas parameter | | |
| 14 | Description for Normalized at Standard Condition (STP) and Corrected at Reference Oxygen/Carbon Dioxide (Refer to Table 2 and Table 3, CAR 2014) | | |
| 15 | Requirements for CEMS Auditor only | | |
| | a. Mobile/Portable CEMS Certification Schemes (MCERTS/TUV(QAL1)/Performance Specifications Test Report) | | |
| | b. Operating manual and specifications on analyzer & equipments- type/model,function,parameter & range | | |
| | c. Description for CEMS Analyzer and equipments on-site installation & operation procedure | | |
| | d. Schematic diagram showing the analyzer and all the equipments required | | |
| | e. CEMS Audit procedure- RAA,RATA,CGA,ACA,RRA,RCA etc | | |
| | f. Example for CEMS Audit Test Report (Summary,Introduction & Audit Procedure,Sampling & Analytical Methodologies, QA & QC, Test Results,Conclusion etc) | | |
| 16 | Information on CEMS-DIS (Appendix C) | | |
| | a. Computer Hardware & Operating System | | |
| | b. Description process of data collection from CEMS instrument to DOE Server | | |
| | c. Process flow of data collection from CEMS instrument to DOE Server | | |
| | d. Database Management System (DBMS) used | | |
| | e. Table Reading Structure (Refer to item 3.3.8 – data format & data structure, CEMS Guideline Volume II) | | |
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| 17 | Company Working Experiences (Appendix D) | | |