

8 User Guide Glossary

Advisory message

these messages are generated when there is a potential error in the data you have entered. When acknowledged and commented on advisory messages are removed or the comment is recorded.

Coordinator

can enter all elements of an NPI report, and can submit (certify) the report. Facility or company personnel can be coordinators.

Emission

the release of an NPI substance to the environment whether in pure form or contained in other matter and/or in solid, liquid or gaseous form.

Air emissions – point source = air emissions to the atmosphere through a single point such as a vent or stack (a facility can often have many separate point sources).

Air emissions – fugitive emissions = air emission not released via a stack or vent (examples dust from stockpiles, volatilisation of vapour from vats, open vessels, spills and materials handling).

Water emissions = discharges to surface waters such as lakes, rivers, dams and estuaries, coastal or marine waters and stormwater runoff.

Land emissions = substance emissions onto a facility's site including solid wastes, slurries and sediments. Emissions to land from spills, leaks, storage and distribution of materials containing NPI substances may

also occur. Unintentional leaks and spills must also be estimated and reported.

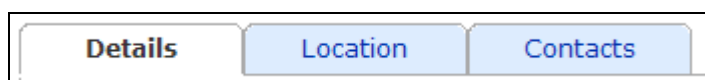
<i>EET</i>	Emission Estimation Technique
<i>Emission data</i>	an estimate of the amount of a substance emitted in a reporting period that identifies the medium to which the substance was discharged – air, land or water; and the estimation technique used.
<i>Facility</i>	any building, land or offshore site from which an NPI substance may be emitted, together with any machinery, plant, appliance, equipment, implement, tool or other item used in connection with any activity carried out.
<i>Facility ID</i>	a unique alphanumeric given to your facility by your jurisdiction to identify the facility from other facilities in your jurisdiction e.g. ACT001.
<i>Facility Process Diagram</i>	a flowchart of your facility process that identifies raw inputs into the facility; products and by-products manufactured on the site and all emission sources.
<i>Jurisdiction</i>	the Commonwealth, a participating State or a participating Territory.
<i>NPI</i>	National Pollutant Inventory a publicly available Internet database of emissions of substances from industrial and non-industrial sources in Australia.
<i>Reporter</i>	can enter the basic elements of an NPI report, however they cannot submit (certify) the report. Consultants or contractors are restricted to reporter level access.

Reporting Period One year, usually a financial year beginning 1 July and ending 30 June. It can be a calendar year or another 12 month timeframe.

Reporting thresholds If a facility uses more than 10 tonnes of selected NPI substances, or consumes more than a specified amount of energy, or emits more than a certain amount of total nitrogen or total phosphorus to water, then it is required to estimate and report its emissions. Only those facilities that exceed certain thresholds appear on the NPI.

Reporting Year The Reporting Year is the financial year that the reporting period finishes in. For example, if your facility reports each calendar year, then for the Calendar Year 2007 the end date is 31 December 2007. As this date falls in the 2007/2008 Financial Year, the Reporting Year is 2007/2008.

Tab As can be seen in this screen shot, in the NPI Online Reporting System a tab refers to a round cornered rectangle near the top of the screen which is very similar to a card tab inserted in a paper file or a card index.



Clicking on a tab is a way of navigating between screens in a part of the system. Only one tab can be open at a time. This is not to confuse the term tab with the use of the tab key.

Transfer (a) means the transport or movement, on-site or off-site, of substances to a mandatory reporting transfer

destination or a voluntary reporting transfer destination; but;(b) does not include the transport or movement of substances contained in overburden, waste rock, uncontaminated soil, uncontaminated sediment, rock removed in construction or road building, or soil used for the capping of landfills.

TET

Transfer Estimation Technique

Transfer data

an estimate of the amount of a substance transferred to a final destination in a reporting period that identifies the destination to which the substance was transferred; and the estimation technique used.

Validation message

these messages are generated when there is an error in the data you have entered. For example when the reported emission for Total Volatile Organic Compounds is less than the sum of the individual VOC emissions a validation message will be generated. You cannot submit a report until the data has been corrected. When the data is corrected the validation messages are removed.