![Oklahoma Environmental Quality logo]

SLEIS GUIDANCE
How to Use the SLEIS Cloning Feature
Emissions Inventory Section | Air Quality Division | deq.ok.gov

The new cloning feature in SLEIS allows you to clone Release Points, Control Devices, and Emissions Units to the same facility or to a different facility that you have access to. When cloning Emission Units, you can also clone the related Unit Process, or the related Unit Process including emission defaults for the Process Emissions.

The report that you are cloning to must have a report status of "In Process", meaning the report is open for editing. The cloning feature sets all cloned equipment and processes to Operating with no *status year* and does not copy *operation hours*. It also does not automatically attach corresponding Control Devices or Release Points to their related processes. You will have to manually attach them and enter the *statuses*, *status years*, and *operation hours*.

To begin cloning, navigate to the respective page of the Release Point, Control Device, or Emission Unit you would like to clone. Check the boxes to select which Emission Unit, Control Device, or Release Point(s) you need. You can either select all or choose specific units, devices, and release points. It does not matter what order you clone in (e.g., Release Points then Control Devices or vice versa).

Then click Clone in the bottom right.

If you are cloning Control Devices or Release Points, the menu seen below will pop up with the option to select which company, facility, and reporting year that you want to clone to. You can search by typing in the company/facility ID or name.

If you are cloning Emission Units, you will have a few more options.

1. The first option clones the Emission Unit Only. This will copy the Emission Unit Type, Design Capacity, and description.
2. The second option clones the Emission Unit and related Unit Process. This will additionally copy the Unit Processes attached to the Emission Unit, their Source Classification Codes, and descriptions.
3. The last option clones the Emission Unit, related Unit Process, and the emission defaults for the Process Emissions. In addition to copying everything listed above, this will copy the *throughput type, material*, and *unit of measure*, as well as the *pollutants*, their *emission factors* and their *calculation methods*. The throughput quantities and emission amounts will not be cloned.

Once you click OK on the cloning menu, your browser will have this message pop up. Click OK again and your cloning will be complete.

applications.deq.ok.gov says

Click OK to clone 2 Emission Units, related emission Unit Processes, and Emission defaults, to Facility 20969 - TEST - GENERIC AREA MACT-SMALL NSPS GP in Company 3431 - TEST - OK DEQ AQ COMPANY - B for 2021.

OK   Cancel
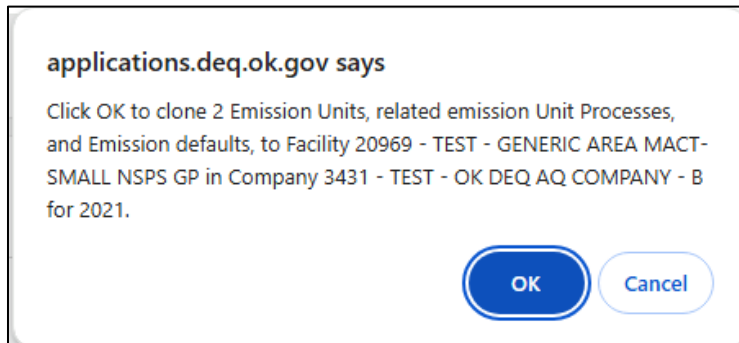
Remember after cloning, you will need to make the connections from processes to release points and control devices. The cloning procedure does not do this for you. You will also still need to navigate to the process and emission tabs on the process emission page to fill out the *throughput, operating hours* and *emission amounts*.