

Level 1, 2, or 3 EI Timeline for those intending to submit data to the NEI

Note that for a Level 1, 2, or 3 EI, you collect activity data for on-reservation sources (for example, you are collecting data on how much wood is burned in residential woodstoves on the reservation)

Year To Inventory: 2019

Steps ^a	Timeline ^b	Additional Comments
1. Write QAPP	1-1.5 month	After writing your QAPP, notify ITEP of your intention of submitting data
2. Collect activity data for sources on reservation	1-3 months	Make sure to keep copies of your data collection sheets, spreadsheets, etc.
3. Enter data into TEISS for sources on reservation	1-4 months	
4. Submit TEISS project, data collection sheets, any spreadsheets used to calculate emissions, and signed data release form to ITEP	June 15 - August 31, 2020	
5. Obtain county-level NEI data from ITEP for most current triennial NEI year and import the data into TEISS	0.5-1 month	This step only applies to those that include an off-reservation section in their EI
6. Use TEISS to generate reports for EI	1-2 months	
7. Write EI	1-12 months	

Notes

^a Some steps can be completed concurrently. For example, data can be collected for some sources as you enter data into TEISS for other sources.

^b Time to complete steps are estimates. There is much variability in the time it takes to complete these steps based on the number of sources included in the inventory, user experience, etc.

