

General Registration – Process Sources, Mobile Food Trucks, Char Boilers and Solid Fuel Burning Equipment
ALL INFORMATION MUST BE FILLED IN ENGLISH


- Login to DEP online CATS: www.nyc.gov/dep/cats
- After Login, select the bottom left button “**Industrial Registrations**”
- You will be directed to the “**My Requests**” menu tab

For Registration of new equipment:

- Click on the dropdown menu for “**Select Request Type**” as “**Registration – General Process**”.
- Click the “**Create**” button.
- Complete the information in each field. Mandatory fields on the request form are marked with an asterisk. (i.e., Owner’s Email Address).
- Under Equipment Information, select the Type of Process (4A) in the dropdown menu (Charbroiler, Mobile Food Vending Unit, Solid Fuel Burning Equipment (Cook Stoves) will have an additional information tab at the bottom of the page.).
- Once completed, **click both** the “**Certification Checkbox**” and the “**Save**” or “**Save & Submit**” button.


For Registration Renewal: *(Submit within 180 days of the expiration date)*

- Click on the dropdown menu for “**Select Request Type**” as “**Registration – Renewals**”.
- Click the “**Create**” button.
- For Renewals - Enter the application ID/Installation ID (e.g., PB000112 without the ending Alphabet)
- Click the “**Continue**” button.
- Complete the information in each field. Mandatory fields on the request form are marked with an asterisk. (i.e., Owner’s Email Address).
- Review all the information.
- Under “**Fee Information**”: Select “**Yes**” or “**No**” for both “**Is it a government owned property?**” and “**Fee Waiver**” status.
 - If you’ve selected “**Yes**”, **select the government agency and provide proof**. Upload document(s) from the “**My Requests**” tab.
- Once completed, **click both** the “**Certification Checkbox**” and the “**Save**” or “**Save & Submit**” button.

To attach documents (PDF only), accessible from the “**My Requests**” menu: 

- Locate the application number/request ID. Click the PDF icon to attach a file.
- Click “**Add Attachment**” (Only PDF files with a filename that is less than 40 characters including spaces can be uploaded.)
- Once the documents are attached, click the “**My Requests**” tab on top left corner.

Submit Application and Payment, accessible from the “**My Requests**” menu:

- Click the “**Submit**” icon *(last icon in the list with a green forward arrow)*. 
Proceed with processing the payment. Detailed steps for payment are provided in the [CATS Payment](#) document.
- The applicant & owner will receive an automated email upon successful submission.

For assistance, please call 718-595-3855 or email us at Catsfeedback@dep.nyc.gov



THE CITY OF NEW YORK
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Rev. 01/2021

Bureau of Environmental Compliance
59-17 Junction Boulevard, 9th Floor, Flushing, New York 11373
Records Control (718) 595-3855

Industrial Registration - Applicability

- General Registration for Process Sources - for process equipment with Environmental Rating C that produces a flowrate of equal or greater than 100 standard cubic feet per minute (scfm) and less than 2000 scfm;
- Mobile food trucks with auxiliary engines - All mobile food trucks with auxiliary engines must submit a Registration and pay a fee of \$110. Auxiliary Engines categorized as Tier 4 will have fees waived for up to 12 years.
- Commercial char broilers - All commercial char broilers must submit a Registration and pay a fee of \$110. Char broilers that cook more than 875 pounds of meat per week at the same facility must be equipped with an emissions control device that meets the requirements of the Rule.
 1. The business must record the amount of meat purchased and processed per month, maintain the emission control and note any control equipment malfunctions. Records are to be furnished to DEP on request.
 2. Chain Driven Char Broiler Emission Control: DEP has determined that the emission control devices for chain driven broilers that meet the requirements set forth in 15 RCNY 37-06(a) include the South Coast Air Quality Management District (SCAQMD) certified Char Broilers with integrated catalyts. If the applicant chooses to install a non-certified control device, applicants must submit test data as set forth in 15 RCNY 37-06(a).

Link to SCAQMD list: www.aqmd.gov/docs/default-source/permitting/product-certification/charbroilerscatalysts.pdf?sfvrsn=0
 3. Underfired control: Applicant must provide test data as set forth in 15 RCNY 15 RCNY 37-06 (b). Any emissions control device installed and/or operated under this rule must comply with Section FC 609.4.1 of the New York City Fire Code. Systems must be cleaned by a person holding a FDNY Certificate of Fitness P-64 Commercial Kitchen Exhaust & Precipitator Cleaning Technician.
- Solid fuel burning equipment (Cook Stoves) - If the cooking device primarily uses coal, wood or other solid fuel for onsite consumption at a food establishment, then you must submit a Registration with the DEP and pay a fee of \$110. The cooking device must operate with a DEP certified emission control device for commercial cook stoves as per § 24.149.5(b)

BPAC 50 – ENGLISH – CHAR BROILER