



Confidential Business Information

Background

Spokane Regional Clean Air Agency (SRCAA) requests a variety of operational and site information from businesses during the facility permitting process and during initial and annual registration of facilities. Most information kept by SRCAA is subject to release under the state's Public Records Act ([RCW 42.56](#)). There may be instances when businesses want some information they are required to submit to SRCAA to be kept confidential. State law ([RCW 70.94.205](#)) allows records to be exempt confidential business information if releasing the records would:

- Reveal processes or production information that is unique to the owner or operator, or
- Likely put the business at a competitive disadvantage

Emissions-related information cannot be kept confidential, per RCW 70.94.205. If you are asked by SRCAA to submit information that you believe includes exempt confidential business information, please follow the procedures below and submit a signed [Certification of Confidential Business Information form](#).

Steps to Certify Confidential Business Information:

1. Make two copies of all of the information requested by SRCAA. Mark one copy "CONFIDENTIAL" in red ink and set aside. (This copy will be placed in a separate confidential file which is only accessible by SRCAA staff and not available to the public.)
2. On the other copy, black out the specific information that meets the criteria for confidentiality, per RCW 70.94.205. (This copy will be considered public information and will be available for public review under the public records act.)
3. Complete the Certification of Confidential Business Information form (attached).
4. Mail or hand-deliver a hard copy of the form, along with both copies of the information, to SRCAA (no email or fax).



About Us

Background - Founded in 1969, the Spokane Regional Clean Air Agency works to achieve and maintain clean air in Spokane County, Washington by administering local, state and federal air quality laws and regulations.

We carry out our functions of air monitoring, permitting, enforcement and education and outreach with the support of our member entities, which includes Spokane County and its incorporated cities and towns of Spokane, Spokane Valley, Airway Heights, Cheney, Deer Park, Liberty Lake, Medical Lake, Latah, Millwood, Rockford, Spangle and Waverly.

History

The 1967 Washington Clean Air Act (RCW 70.94) authorized counties to activate local air agencies. There are seven local air agencies in the state. Counties that do not have a local air agency fall under the jurisdiction of the Washington State Department of Ecology.

For more information, call (509) 477-4727 or visit www.SpokaneCleanAir.org.