

DUTY STATEMENT

ASD/HRB-12 (REV. 03/2020) PAGE 1 OF 3

DUTY STATEMENT

Employee Name: Vacant	Current Date: January 2026
Classification: Air Resources Engineer	Position #: 673-510-3735-044
Division/Office: Monitoring and Laboratory Division	CBID: R09
Section: Oil and Gas Emission Monitoring Section	
Supervisor Name: Yunliang Zhao	Supervisor Classification: Air Resources Supervisor I

I certify that this duty statement represents an accurate description of the essential functions of this position.	
Supervisor:	Date:

I have read this duty statement and agree that it represents the duties I am assigned.	
Employee:	Date:

SPECIAL REQUIREMENTS OF POSITION (IF ANY):

- ☒ Designated under Conflict of Interest Code.
- ☒ Duties performed may require pre-employment physical.
- ☐ Duties performed may require drug testing.
- ☒ Duties require participation in the DMV Pull Notice Program.
- ☐ Requires the utilization of a 32-pound self-contained breathing apparatus.
- ☐ Operates heavy motorized vehicles.
- ☐ Requires repetitive movement of heavy objects.
- ☐ Works at elevated heights or near fast moving machinery or traffic.
- ☐ Performs other duties requiring high physical demand. (Explain below):
- ☐ Duties require use of hearing protection and annual hearing examinations.

SUPERVISION EXERCISED

<input checked="" type="checkbox"/> None	<input type="checkbox"/> Lead Person
<input type="checkbox"/> Supervisor	<input type="checkbox"/> Team Leader

DUTY STATEMENT

FOR SUPERVISORY POSITIONS ONLY: Indicate the number of positions by classification that this position DIRECTLY supervises: N/A

Total number of positions in Section/Branch/Office for which this position is responsible: N/A

FOR LEADPERSONS OR TEAM LEADERS ONLY:

Indicate the number of positions by classification that this position LEADS: N/A

MISSION OF SECTION: The Oil and Gas Emission Monitoring Section (OGEMS) is dedicated to protecting public health by developing and implementing regulations that require rapid detection of leaks from oil and gas facilities located in the health protection zone (defined as 3,200 feet (one kilometer) from sensitive receptors) established by SB1137 (Gonzalez, 2022) and AB218 (Gabriel, 2024). One of OGEMS’s key responsibilities is to review and determine whether to concur with the Department of Conservation’s California Geologic Energy Management Division (CalGEM) decisions on leak detection and response plans (LDRP) submitted by operators with production facilities or wells within the health protection zone. To support the LDRP reviews and strengthen the regulations that safeguard public health, OGEMS updates the source profiles of emissions from upstream oil and gas development, performs air dispersion modeling, assesses monitoring technologies, analyzes monitoring data, and conducts stakeholder engagement.

OGEMS also assists other sections of the Area Source and Testing Branch in regulation development and implementation, and air monitoring. Additionally, OGEMS works with many internal and external stakeholders such as other divisions within CARB, other state agencies, local air districts, equipment manufacturers, oil and gas operators, industrial facility operators, and the public.

CONCEPT OF POSITION: Under the close supervisor (Range A), or general supervision (Range B, C, and D) of Air Resources Supervisor I, the employee performs the following duties:

This position will require the candidate to possess a driver license and to pass training courses (including periodic refresher courses) in first aid/CPR/Fall Prevention and defensive driving, enroll in the DMV Pull Notice Program, and maintain a “good” driver status. Additionally, the candidate must be willing to travel up to 25 percent of the time, to work in an industrial environment including exposure to air emissions, fumes, heat, and vehicle traffic, and to wear personal protective equipment including, but not limited to a hard hat, safety shoes with toe protection, reflective vest, Nomex overalls, hearing protections, gloves, and safety glasses. This position will require the employee to pass a pre-employment physical.

<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
30%-E	Applying engineering and scientific principles to determine if emission detection systems provide rapid detection of leaks from oil and gas

DUTY STATEMENT

ASD/HRB-12 (REV. 03/2020) PAGE 3 OF 3

	operations that will reduce impacts on sensitive receptors within the health protection zone.
25%-E	Communicating the LDRP findings to CARB management, CalGEM, community groups, oil and gas operators, and the public.
15%-E	Supporting rulemaking activities such as preparing regulatory language, economic analysis, environmental assessments, technical support documents, and initial statements of reasons.
10%-E	Explaining complex regulations in clear, accessible language during workshops, seminars, and meetings with community groups, operators, agencies, and the public.
10%-E	Planning, designing, and conducting engineering assessments to find ways to improve the efficacy of the regulations such as determining if advances in continuous emission detection systems are applicable and cost-effective.
5%-E	Participating in field studies with others to audit the effectiveness of the current regulations in detecting leaks
5%-M	Performing other duties as required such assisting other branches, divisions or board programs. May perform other duties related to and under the scope of the classification.