

TRI-MEweb RY 2013 Release UAT January 6 – 10, 2014



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Agenda

- Overview
- Schedule
- Activities
- Test Material
- RY 2013 Enhancements
- CGI Issue Tracker
 - Issue Classification
 - Issue Priority
 - Issue Resolution





- Welcome to TRI-MEweb RY 2013 User
 Acceptance Testing
- CGI Testing Support:
 - Martina Donati / martina.donati@cgifederal.com
 - Kyle Pahowka / kyle.pahowka@cgifederal.com
 - UAT Help Desk: (703) 227-6146
- EPA Testing Support:
 - Shane Knipschild / <u>knipschild.shane@epa.gov</u>
 - (202) 566-2712





Monday 1/6/14	 UAT Kick-Off & Testing Initiation 			
Tuesday 1/7/14 Thru	Independent Testing — and			
Friday 1/10/14	Issue Reporting			
Friday 1/10/14	 Testing Concludes 12:00 PM 			

Activities



- UAT Testers execute test cases and log identified issues in the CGI Issue Tracker
- CGI and EPA UAT Testing Support assist in classifying and prioritizing logged issues
- Testers continue testing and retest resolved issues
- Testers email CGI/EPA Testing Support notification of script completion
- CGI will re-test identified issues before classifying the issues as resolved



Test Material



- TRI UAT Website:
 - UAT Kick-Off Presentation
 - Test Scripts
 - Tester Roster and Script Assignment

http://www2.epa.gov/toxics-release-inventory-tri-program/tri-mewebuser-acceptance-testing-ry-2013

Tester Account Credentials

- User Name: First letter of first name followed by last name (If User Name is shorter than 7 characters, fill remaining spaces with "uat")
 - Example: **JDoeuat**
- Password: RY13test (case sensitive)
- Role: Certifier
- Organization ID: 23947

RY2013 Enhancements



Experience the commitment®

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP	
Select Year Select Facility Forms Waste Management On-site Release/Disposal On-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary	
Fugitive or Non-Point Air Emissions	JLW Houston, TX 7702WJLWXX155BA
(Form R, Part II, Section 5.1)	2013 Form R for 1,1-Dimethyl hydrazine
Please indicate how much of this TRI chemical was released as fugitive or non-point air emissions not released through stacks, vents, ducts, pipes, or any other confined a	ir streams during the reporting year. In addition, any

Please indicate how much of this TRI chemical was released as fugitive or non-point air emissions not released through stacks, vents, ducts, pipes, or any other confined air streams during the reporting year. In addition, any estimate of 0 pounds or higher requires that you provide a basis of estimate, using the codes provided in the pick list below. If the estimate is less than 1,000 pounds you may enter a range code using the codes provided.

Not Applicable (Should I report zero instead of Not Applicable?)

Step 1: Total Qua	antity: (pounds)]
	- OF -	
	Range Code: B - 11-499 lbs 👻	
Step 2: Bas	sis of Estimate: No Value Selected	

Note that if you enter a range code, TRI data tools used by the public will display the midpoint of the range (e.g., 5, 250, or 750 lbs.)

← Back Index Next →

Go To Form Mode Siew Form

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Select a range code in section 5

Range	C	ode Re	conciliatior	١		C	GI
Welcome My Facilities Pr Select Year Select Facility Forms Was	repare	/alidate Transmit Review ment On-site Release/Disposal On	Certify eFDP -site Waste Mgmt Off-site Transfer Source Rec	duction/Recycling M	sc Info Summary		
Other Off-site Transfers (Form R, Part II, Section 6.2)						2013 Form R for 1,1-Dimet	JLW Houston, TX 7702WJLWXX155BA thyl hydrazine
Please indicate how much of this T pick list below. If the estimate is le Step 1: To add an off-site transfer le Step 2: To add a transfer for a given Not Applicable (Should I report z	RI chemin ss than 1 ocation to n off-site t <u>ero instea</u>	cal was transferred offsite to o ,000 pounds you may enter a o the list below, click New Lo ransfer location click Add Tra	ther locations during this reporting year. An range code using the codes provided. cation insfer.	ıy estimate of 0 p	ounds or higher requires that you provide a ba	sis of estimate, using the c	odes provided in the
Name: 1.25 ANTOINE CLEANE Address: 8124 ANTOINE DR; H County: Harris RCRA ID: TXR000070359 Und	R 10USTON er control	I, TX 77088 I ?: No					Edit Location
Range Code	- OF -	Quantity (lbs)	Basis of Estimate		Transfer Type		
B - 11-499 lbs Add Transfer			C - Mass Balance	•	M81 - Underground Injection to Class I Wells	•	× Delete
Note that if you enter a range code, TRI dat	ta tools use →	d by the public will display the midp	bint of the range (e.g., 5, 250, or 750 lbs.)		(Go To Form Mode	/iew Form Validate
Or	00		USEPA Home TRI Program Home Reporting Fo		(PDF) TRI-MEweb Version RY2012.01.8	e	
U	56	sieul a	range co			O	

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C TRI-MEweb	Logged in as: MDONATIDEV, Alpha Beta Group	Preferences Save X Close
Welcome My Facilities Prepare Validate Trans	smit Review Certify eFDP	
Select Year Select Facility Forms Waste Management On-site Rele	ease/Disposal On-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary	
Current Year Calculations		eFDP Chem Paths Charlotte, NC 2822WFDPCH13SYS
(Form R, Part II, Section 8 Column B)		2013 Form R for Nicotine and salts -

The following table displays the quantities (in pounds) of this TRI chemical managed as waste onsite and offsite for the calendar year, as calculated by TRI-MEweb based on the quantities you provided in earlier portions of the Questionnaire. If you selected any range code in these earlier portions, TRI-MEweb based on the quantities (in pounds) of this TRI chemical managed as waste onsite and offsite for the calendar year, as calculated by TRI-MEweb based on the quantities you provided in earlier portions of the Questionnaire. If you selected any range code in these earlier portions, TRI-MEweb based the mid-point of the range in these calculations.

If you would like to review how TRI-MEweb calculated a specific value, click Edit to review TRI-MEweb's calculation.

Waste Management Description	Current Reporting Year	Quantity (in pounds)
8.1a) Total on-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	NA	Zn Review/Edit
8.1b) Total other on-site disposal or other releases	250	Zn Review/Edit
8.1c) Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	15	Zn Review/Edit
8.1d) Total other off-site disposal or other releases	735	An Review/Edit
8.2) Quantity used for energy recovery onsite [†]		
8.3) Quantity used for energy recovery offsite	NA	An Review/Edit
8.4) Quantity recycled onsite [†]		
8.5) Quantity recycled offsite	NA	An Review/Edit
8.6) Quantity treated onsite [†]		
8.7) Quantity treated offsite	0	An Review/Edit

[†] These quantities are the quantities you previously entered in the Prepare tab's "On-site Waste Management" section. Use these links to change your <u>quantity used for energy recovery onsite</u>, your <u>quantity recycled on-site</u>, or your <u>quantity treated onsite</u>



calculations, via Section 8 Calculator worksheet

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Welcome My Facilities Prepare Validate Transmit	Review Certify eFDP	
Select Year Select Facility Forms Waste Management On-site Release/	Disposal On-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary	
Section 8.1b Calculation Worksheet		eFDP Chem Paths Charlotte, NC 2822WFDPCH13SYS
(Form R, Part II, Section 8.1b Current Year)		2013 Form R for Nicotine and salts -

TRI-MEweb has automatically calculated the Total other on-site disposal or other releases (Part II, Section 8.1b) quantity for the current reporting year based on the on-site release and disposal (Part II, Section 5) data you have provided as shown below

Use the form below to edit the data used by the calculator, if necessary. After making changes, click Calculate to refresh the calculated value. Note that while Rounding is permitted, EPA recommends using the value as calculated in order to avoid confusion and any apparent internal inconsistency in your submission.

Click Cancel to discard changes and return to the previous page.

Section	1. Reported Value	(2. Numeric Basis	-	3. Quantity from Catastrophic or one-time events) =	Calculated Value
Fugitive Emissions Onsite (Section 5.1)	B - 11-499 lbs	15				250
Stack Emissions Onsite (Section 5.2)	NA					
Discharges to Water Bodies Onsite (Section 5.3)	NA					
Underground Injection to Class II-V Wells Onsite (Section 5.4.2)	NA					
Land Treatment/Application Farming Onsite (Section 5.5.2)	NA					
RCRA Subtitle C Surface Impoundments Onsite (Section 5.5.3A)	NA					
Other Surface Impoundments Onsite (Section 5.5.3B)	NA					
Other Releases to Land Onsite (Section 5.5.4)	NA					

8.1b Calculated Total: 250

Rounding: 0

8.1b Total for Reporting: 250 = Calculate

Modify the midpoint value used for Section 8 numeric

basis calculations to trigger reconciliation page



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Welcome My Facilities Prepare Validate Transı	mit Review Certify eFDP	
Select Year Select Facility Forms Waste Management On-site Relea	ase/Disposal On-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary	
Section 8.1d Calculation Worksheet		eFDP Chem Paths Charlotte, NC 2822WFDPCH13SYS
(Form R, Part II, Section 8.1d Current Year)		2013 Form R for Nicotine and salts -

TRI-MEweb has automatically calculated the Total other off-site disposal or other releases (Part II, Section 8.1d) quantity for the current reporting year based on the off-site transfer (Part II, Section 6) data you have provided, as shown below.

Use the form below to edit the data used by the calculator, if necessary. After making changes, click Calculate to refresh the calculated value. Note that while Rounding is permitted, EPA recommends using the value as calculated in order to avoid confusion and any apparent internal inconsistency in your submission.

Click Cancel to discard changes and return to the previous page.

Section	РОТЖ	1. Reported Value	2. Numeric Basis	3. Quantity from Catastrophic or one-time events) X	4. Percent Ultimately Otherwise Disposed or Released	Calculated Value
POTW Transfers (Section 6.1)	ARTHUR BAYER PARK WWTF	C - 500-999 lbs	750		<u>98 %</u> click link to edit value	735
						8.1d Calculated Subtotal: 735
Section	Transfer Type Facility Code Facility	,	1. Reported Value	(2. Numeric Basis	- Catastrophic or one-time events	Calculated Value
Other Off-site Trans (Section 6.2)	ofers		NA			0
					8.	1d Calculated Subtotal: 0.0
						8.1d Calculated Total: 735
						Rounding: 0
						8.1d Total for Reporting: 735 = Calculate
	ladify th	o moid	n aint v		ad for Coation	
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basis calculations to trigger reconciliation page

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Welcome My Facilities Prepare Validate Transmit Review Certify eFDP				
Select Year Select Facility Forms Waste Management On-site Release/Disposal On-site Waste Mgmt Off-site	Transfer Source Red	uction/Recycling Misc Info Summary		
Current Year Calculations				eFDP Chem Paths Charlotte, NC 2822WEDPCH13SVS
(Form R, Part II, Section 8 Column B)				2013 Form R for Nicotine and salts
The following table displays the quantities (in pounds) of this TRI chemical managed as waste or in these earlier portions, TRI-MEweb has used the mid-point of the range in these calculations	nsite and offsite for th	ne calendar year, as calculated by TRI-MEweb	based on the quantities you provided in earlier po	tions of the Questionnaire. If you selected any range code
If you would like to review how TRI-MEweb calculated You have selected a range code in Section reconciling the range code in section 5 ar	on 5 and/or 6 and enter nd/or 6 with the value p	red a value other than the midpoint of the range for provided in Section 8. Click "OK" to view the propo	or use in your Section 8 calculations. EPA proposes sed changes.	
Waste Management Description				
8.1a) Total on-site disposal to Class I Underground In other landfills			ОК	
8.1b) Total other on-site disposal or other releases	15	Review/Edit		
8.1c) Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	14	In Review/Edit		
8.1d) Total other off-site disposal or other releases	686	Ka Review/Edit		
8.2) Quantity used for energy recovery onsite [†]				
8.3) Quantity used for energy recovery offsite	NA	Review/Edit		
8.4) Quantity recycled onsite [†]				
8.5) Quantity recycled offsite	NA	An Review/Edit		
8.6) Quantity treated onsite [†]				
8.7) Quantity treated offsite	0	An Review/Edit		
These quantities are the quantities you previously entered in the Prepare tab's "On-site Waste	e Management" secti	ion. Use these links to change your <u>quantity us</u>	sed for energy recovery onsite, your guantity recycled	on-site, or your <u>quantity treated onsite</u>
Pon-un Message	a tor	Pronosec	Values to	r Section 5
i up up message		1 1000000		

Links: USEPA Home | THYPHOLISIII HUME Reporting Forms and instruction of Pages

Go To Form Mode 🖉 View Form Validate



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Welco	ome My Facilities Prepare Validate Transmit Review Certify eFDP	
Select Year S	Select Facility Forms Waste Management On-site Release/Disposal On-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary	
Proposed	1 Value for Section 5	eFDP Chem Paths Charlotte, NC 2822WFDPCH13SYS
		2013 Form R for Nicotine and salts
For the sect appearance The recomm	ion(s) listed below, you entered a range code in Section 5 but selected a value other than the midpoint of the range for use in Section 8 calculations. EPA recommends that you use this value(s) of any internal inconsistency in your submission. Otherwise, TRI data tools used by the public will still display the midpoint of the range you entered in Section 5.	in Section 5 as well, in order to avoid confusion and the
	Section 5	

Release, Disposal, or Transfer Description	Range Entered in Section 5	Value Used in Section 8 Calculations	Proposed Value for Section 5
Section 5.1 : Fugitive or Non-Point Air Emissions	B - 11-499 lbs	15	15

Accept Change(s)
 Reject change(s) and retain codes for these Sections

← Back Index Next →

Go To Form Mode Sview Form Validate

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Proposed Value for Section 5



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Welcome My Facilities Prepare Valid	date Transmit Review Certify eFDP	
Select Year Select Facility Forms Waste Management	t On-site Release/Disposal On-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary	
Proposed Value for Section 6		eFDP Chem Paths Charlotte, NC 2822WFDPCH13SYS
		2013 Form R for Nicotine and salts
For the Section(s) listed below, you entered a ra appearance of any internal inconsistency in you The recommended change(s) are displayed in th	ange code in Section 6 but selected a value other than the midpoint of the range for use in Section 8 calculations. EPA recommends that you use this v ir submission. Otherwise, TRI data tools used by the public will still display the midpoint of the range you entered in Section 6. he table below. To accept these change(s), click "Next".	value(s) in Section 6 as well, in order to avoid confusion and the
Section 6		

Release, Disposal, or Transfer Description	Range Entered in Section 6	Value Used in Section 8 Calculations	Proposed Value for Section 6
ARTHUR BAYER PARK WWTF (Section 6.1)	C - 500-999 lbs	700	700

Accept Change(s) Reject change(s) and retain codes for these Sections

← Back Index Next → javascript:goWorkflow('Next')

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Go To Form Mode View Form Validate

Proposed Value for Section 6

POTW Ultimate % Distribution Defaults

					_	
Welcome My Facilities Prepare Validate	e Transmit Review Certify (FDP				
Select Year Select Facility Forms Waste Management O)n-site Release/Disposal On-site Waste	Mgmt Off-site Transfer Source Reduction/F	Recycling Misc Info Summary			
Off-site Transfers to POTW						JLW Houston, T 7702WJLWXX155B
(Form R, Part II, Section 6.1)				:	2013 Form R for 1,1-Dimethyl h	ydrazine •
Please indicate how much of this TRI chemical was a basis of estimate, using the codes provided in the Also, the quantity of a TRI chemical transferred off- subsequently treated for destruction should be repr assumed the chemical's ultimate disposition. If you	s transferred off-site in wastewate e pick list below. If the estimate is -site to a POTW should be reporte orted in Section 8.7. However, if a u are able to quantify the amount of	rs to publicly-owned treatment works (F s less than 1,000 pounds you may ente ed in Section 8 based on the ultimate di TRI chemical is not treated, or cannot l of this TRI chemical sent to a POTW th	OTWs) during the reporting ye r a range code using the codes sposition of the TRI chemical. I be treated, the quantity of the T at is treated for destruction and	ar. In addition, any estimate of provided. For example, quantities of a to: IRI chemical will ultimately be the amount disposed or relea	0 pounds or higher require sic chemical sent to a PO disposed. For this chemic sed from the POTW untrac	es that you provide TV and al, TRI-MEweb has ated, you should
Not Applicable (Should I report zero instead of Not Stop 1: To get started entering data for Section 6 1	ot Applicable?)	Add New POTW				
Step 2: Choose a POTW ARTHUR BAYER PARK WW	VTF; HOUSTON, TX	Add Selected Delete Selected				
Name: POTTSTOWN WASTEWATER TREATMEI 1. Address: 1269 INDUSTRIAL HIGHWAY; POTTS County: Montgomery	NT PLANT TOWN, PA 19464		K	K		Edit POTW
Range Code - or - Qua (Ibs)	ntity Basis	of Estimate	Section 8.1c: Disposed in Class I UIC or Landfills	Section 8.1d: Otherwise Disposed or Released	Section 8.7: Treated Off-site	Total
No Code Selected	E2 - I	Emission Factor, Site-specific 👻	1 %	25 %	74 %	100 %

Note that if you enter a range code, TRI data tools used by the public will display the midpoint of the range (e.g., 5, 250, or 750 lbs.)

Calculate Percentage Total(s)

Validate

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← Back Index Next →

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Default Distribution % Corresponds to Chemical ¹⁶

POTW Ultimate % Distribution Defaults



		9	6 of §6.1 to	§:
CAS Number	Chemical Name	8.1c	8.1d	8.7
	Arranged by CAS Number			
50-00-0	Formaldehyde	0	8	92
51-03-6	Piperonyl butoxide	39	3	58
51-21-8	Fluorouracil	1	55	44
51-28-5	2,4-Dinitrophenol	1	24	75
51-79-6	Urethane (Ethyl carbamate)	1	55	44
52-68-6	Trichlorfon	0	8	92
53-96-3	2-Acetylaminofluorene	5	42	53
55-63-0	Nitroglycerin	1	24	75
56-23-5	Carbon tetrachloride	2	88	10
56-38-2	Parathion	9	2	89
57-14-7	1,1-Dimethyl hydrazine	1	25	74
57-33-0	Pentobarbital sodium	2	53	45
57-41-0	Phenytoin	2	51	47
57-74-9	Chlordane	61	1	38
58-89-9	Lindane	13	24	63
60-09-3	4-Aminoazobenzene	8	35	57
60-11-7	4-Dimethylaminoazobenzene	35	5	60
60-34-4	Methyl hydrazine	1	25	74
60-35-5	Acetamide	0	8	92
60-51-5	Dimethoate	1	55	44
61-82-5	Amitrole	1	55	44
62-53-3	Aniline	0	8	92
62-55-5	Thioacetamide	1	55	44
62-56-6	Thiourea	1	25	74
62-73-7	Dichlorvos	1	25	74
62-74-8	Sodium fluoroacetate	1	25	74
63-25-2	Carbaryl	1	12	87
64-18-6	Formic acid	0	8	92

See RFI Table VI 2013

Welcome My Facilities Prepare Valid	ate Transmit Review C	Certify eFDP		
Select Year Select Facility Forms Waste Managemen	nt On-site Release/Disposal On	-site Waste Mgmt Off-site Transfer Source Reduction/Red	cycling Misc Info Summary	
Facility Information Summary				Creek Pen Facility Dallas, TX 7520WCRKPN2493N
The following is the summary of your facility's info	ormation. Please review eac	ch section for accuracy. If any information has cha	nged, click Edit corresponding to the approp	riate section. Otherwise, click Next to continue.
Facility Name and Address (Form A/R Pa	art I, Section 4.1)		La Edit	
Facility Name: Creek Pen Facility				
Address: 123 Facility Address CHange Te	est			
City: Dallas	State: TX	ZIP Code: 75207		
County: Archer	BIA Code:			
Mailing Address same as Physical Address				
				E
Parent Company Name and Facility Type	e (Form A/R Part I, Sec	tion 4.2 and 5)	Ka Edit	
Facility Type:	 Federal facility 	-		
	Government Owned	, Contractor Operated (GOCO) facility		
	Neither			
Parent Company Name:		🖉 No U.S. Parent Company (for TRI Reporting pu	rposes)	
Parent Company's D&B Number:		Parent Company D&B Number Not Applicable		
Forms for this facility contain information for:	An Entire Facility			
	Part of a Facility			
North American Industrial Classification	System Code(s) (Form	n A/R Part I, Section 4.5)	Kan Edit	
Primary NAICS Code: 111110 : Sovbean Fa	rmina			-
← Back Index Next →				Go To Form Mode View Form Validate

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Edit Facility Address

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Welcome My Facilities Prepare Validate Transmit Review Certify eFDP	
Select Year Select Facility Forms Waste Management On-site Release/Disposal On-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary	
Pacility Name and Address	Creek Pen Facility Dallas, TX 7520WCRKPN2493N
(Form A/R Part I, Section 4.1)	Reporting Year 2013

Please provide the following facility information. Please provide a mailing address if it is different from your street address. Otherwise, use the check box provided.

Fac	ility Name:	Creek Pen Facility			
	Address:	123 Facility Address Change Test			
	City:	Dalias State:	TX 👻	Zip: 75207 - BIA Code: My facility is located in li	ndian Country
	County:	Archer -			

😰 👿 Mailing Address same as Physical Address

Index Next >

← Back

Go To Form Mode View Form Validate

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Applies to editing physical address, zip code, BIA code, and/or county



Welcome My Facilities Prepare Valid			
Select Year Select Facility Forms Waste Manageme	nt On-site Release/Disposal	n-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary	
Facility Information Summary		۵	JLW Houston, TX 7702W/II WXX155BA
,		Are you sure that you wish to change your facility's address? Your TRI Facility ID	Reporting Year 2013
The following is the summary of your facility's inf	ormation. Please review	(TRIFID) is location specific. If you are in a new location create a new TRIFID, by clicking on the +/Access Facility button on the My Facilities tab, or use the pre-	ate section. Otherwise, click Next to continue.
Facility Name and Address (Form A/R Pa	art I, Section 4.1)	changed (e.g., street name, ZIP code, etc.) but you are in the same location then	
Facility Name: JLW		please provide information about this change in the Section 9.1 comment field below.	
Address: 155 Bat Run Road		Test Comment	
City: Houston	State: TX		
County: Harris	BIA Code:		
Mailing Address same as Physical Address			
Parent Company Name and Facility Typ	e (Form A/R Part I, §		
Facility Type:	Federal facility		
	Government Ow		
	Neither		
Parent Company Name:		OK Canad	
Parent Company's D&B Number:		UK Cancer	
Forms for this facility contain information for:	⊚ An Entire Facili		
	Part of a Facility		
North American Industrial Classification	n System Code(s) (F	m A/R Part I, Section 4.5)	
Primary NAICS Code: 111199 : All Other G	rain Farming		
← Back Index Next →			Go To Form Mode View Form Validate

Pop-up Message

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP Select Year | Select Facility | Forms | Waste Management | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary JLW Houston, TX 7702WJLWXX155BA Miscellaneous Information JLW Houston, TX 7702WJLWXX155BA 7702WJLWXX155BA (Form R, Part II, Section 9.1) 2013 Form R for 1,1-Dimethyl hydrazine

If you wish to submit any miscellaneous, additional, or optional information regarding your Form R Submission, provide it here.

Examples of this information can include:

- · Facility closure
- Explanations for changes in release quantities
- Changes in production
- Calculation methods, e.g. emission factors
- Staffing changes

Please limit your text to less than 4,000 characters. You may enter 3982 additional characters in the text fields on this page. Text may be edited or added to if necessary.

You have submitted miscellaneous information for the following sections:

FACC: Facility Address Change Comment -	Test Comment	*
		-

← Back Index Next →

Go To Form Mode @ View Form Validate

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Comment from pop-up message

DQA Comments for Misc Information Sec 9.1

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1000	Walcome My Eacilities Dranara Validate Transmit Poving Cortify aEDD		
Valid	ation Summary Data Quality Reports Prepare Review Package		
ØV	alidation Summary Report: Details of Errors		Nevada State Contact Field, NV 0000WNVDST345DA
			2013 Form R for 1,3-Butadiene
	Facility Form Data Quality Review Select Form(s) Select Validation Validation Reports Draft Package for Certification Certifying Official(s) Image: Select Port Package	Final Review Transmit to State or Tribe	
	transterring waste containing a toxic chemical to an ott-site location in the U.S. that does not have an EPA identification number. Please verify that this is correct.		
<u>Fix</u>	It appears that you may not have properly completed your Production Ratio or Activity Index information. A facility should only select "Not Applicable" if the reported toxic chemical v year.	was not manufactured, processed, or otherwise us	sed in the prior reporting
QUA	Tra Data Quality Alerts		
	Message		
ø	According to our preliminary analysis, your facility reported a 2307692207.7% change in the total quantity of production-related waste (sum of Sections 8.1 through 8.7, Column B) of 1,3-Butadiene as compared to the prior year. The prior year's form for this chemical included 65.0 lbs of total production-related waste and the current year's form includes 1.5E9 lbs of total production-related waste. Please review your calculations to ensure accuracy. If you determine that your calculations are correct, please disregard this data quality alert.	Test Comment	A
			482 characters remaining.
Ø	According to our preliminary analysis, your facility reported a 4999999900% change in the total quantity of water releases (Section 5.3) of 1,3-Butadiene as compared to the prior year. The prior year's form for this chemical included 5.0 lbs of total water releases and the current year's form includes 2.5E8 lbs of total water releases. Please review your calculations to ensure accuracy. If you determine that your calculations are correct, please disregard this data quality alert.	Test Comment 2	* *
			480 characters remaining.
	According to our preliminary analysis, your facility reported a 4999999900% change in the total quantity of air releases (sum of Sections 5.1 and 5.2) of 1,3-Butadiene as compared to the prior year. The prior year's form for this chemical included 10.0 lbs of total air releases and the current year's form includes 5.0E8 lbs of total air releases. Please review your calculations to ensure accuracy. If you determine that your calculations are correct, please disregard this data quality alert.		*
			494 characters remaining.
	According to our preliminary analysis, your facility reported a 241333233.3% change in the total release quantity (sum of Sections 8.1a, 8.1b, 8.1c, and 8.1d, Column B) of 1,3- Butadiene as compared to the prior year. The prior year's form for this chemical included 60.0 lbs of total releases and the current year's form includes 1.448E9 lbs of total releases. Please review your calculations to ensure accuracy. If you determine that your calculations are correct, please disregard this data quality alert.		×
			493 characters remaining.
There	is a limit of 4,000 chacters for all comments including the Miscellaneous Information comment in section 9.1. You may enter 3949 additional characters in the text fields on this page. Text	may be edited or added to if necessary.	
+	3ack Index Next →	Go To Form Mode	View Form Validate
	Helpful Links: USEPA Home TRI Program Home Reporting Forms and Instructions (PDF) TRI-MEweb Version R'	Y2012.01.6	

Validation Summary Page Comment Boxes

DQA Comments for Misc Information Sec 9.1

-									
Welcome My Facilities Prepare	Validate Transı	nit Review Certify (eFDP						
Select Year Select Facility Forms Waste Manag	gement On-site Relea	ase/Disposal On-site Waste	Mgmt Off-site Transfe	r Source Reduction/Re	cycling <mark>Misc Info</mark> Sum	mary			
Miscellaneous Information								Nevada State C 0000	ontact Field, NV WNVDST345DA
(Form R, Part II, Section 9.1)							2013 Form R for 1,3-Buta	diene	-
Changes in production Calculation methods, e.g. emission Staffing changes Please limit your text to less than 4,000 ch	factors haracters. You ma	ay enter 3949 additional	characters in the te	xt fields on this pag	e. Text may be edited	or added to if necessary.			
					T.				
You have submitted miscellaneous information	ation for the follow	ng sections:							
TPRL: Total Production Related Release -	Test Comment			*					=
TOTRL: Total Release -				*					
TARL: Total Air Release -				~					
TWRL: Total Water Release -	Test Comment 2			*					
									-
← Back Index Next →							Go To Form Mode	O View Form	Validate
		Helpful Links: USEPA Hom	ne TRI Program Home	Reporting Forms an	d Instructions (PDF) I TF	RI-MEweb Version RY2012.01.6			

DQA Comments on Misc. Information Page

🥹 TRI-MEweb Application - Mozilla Firefox		
sinkhole:8080/trimeweb/StartupTRIME		☆
C TRI-MEweb	Logged in as: MDONATIDEV, Alpha Beta Group	Preferences Save X Close
Welcome My Facilities Prepare Validate Transi	mit Review Certify eFDP	
Select Year Select Facility Forms		
Select a Reporting Year		•
TRI-MEweb allows you to prepare RY1991 through RY2013 If, however, you wish to revise a form for a prior reporting yea Reporting Year: 2013 • 2009 2008 2006 2005 2006 2001 2000 1 2000 1 2000 1 2000 1 1999 1 1999 1 1994 1 1994 1 1994 1 1994 1 1994 1 1994 1 1994 1 1994 1 1995 1 1994 1 1995	TRI forms for your facility. If you wish to prepare RY2013 forms for a facility, click Next and you will have access to draft RY2013 forms that ar, or transmit an original form for a prior reporting year, select it from the list below and click Next . You may return at any time to this page the second se	at TRI-MEweb has created based on your RY2012 reports for that facility. It is to change between reporting years.
← Back Index Next →		Go To Form Mode View Form Validate

pful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2012.01.6

Forms may be submitted for RY 1991 - 2013

CG

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP	
Select Year Select Facility Forms	
Change Form Type	Creek Pen Facility Dallas, TX 7520WCRKPN2493N
	Reporting Year 2000
1) Select the type of form (Form A Certification Statement or Form R) for this chemical by selecting the appropriate radio button below. Use the Help Area links if you are not sure which form to choose	

Chemical Name: 1,3-BUTADIENE Form A: Form R: Change this form? () ()

2) Select the type of submission you are preparing by selecting the appropriate radio button below. If you are preparing a revision or withdraw, you are required to select a primary Revision or Withdraw code and may select an optional secondary code if necessary.

Original
 Revision
 Withdraw

← Back Index Next →

Go To Form Mode View Form Validate

CGI

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2012.01.6

Select Original, Revision, or Withdraw

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP	
Change: Select Year Select Facility Form Part 1: §1-4.4 §4.5-4.7 §5 Part II: §1-4 §5 §5.3 §6.1 §6.2 §7A §7B-7C §8.1-8.7 §8.8 §8.9-8.10 §8.11 Form Summary	
Form R Part I, Section 1 - 4.4	
	Reporting Year 2000
Section 1: Reporting Year	
Reporting Year: 2000	
Castien () Trade Casta lufermentian	
Section 2: Trade Secret Information	
Section 2.1: Are you claiming the toxic chemical identified trade secret? Section 2.2: This copy is: (Answer only if "Yes" i	n 2.1)
O Yes O Sanitized	
No Outsantized	
(Submission of trade secret claims is not supported by TRI-MEWeb)	•
Section 3: Certification	
When transmitting this form to USEPA, you will be required to identify the individual who will certify this form. Before that individual can complete the electronic certification, he/she is a CDX "certifying official" account. The CDX account status of the individual you have identified as this facility's certifying official is shown below.	must have completed the process of registering
Certifying Official CDX Account Status: 🧖 CDX ESA Received and TRIFID Signed - Ready to Certify	
Upon certification, the official's name and title and the certification date will be entered in Part I. Section 3 of this form. If you have not identified a certifying official, return to the My Fac	cilities tab to nominate a certifying official for this
facility or to learn more about the certification process.	
Section 4.1: Eacility Name and Address. Eacility TRIFID	
TRIFID: 7520WCRKPN2493N	
Facility Name: Creek Pen Facility	
City Dallas State TX - 7in 75207 -	
County: Archer	
← Back Index Next →	Go To Form Mode View Form Validate
Holoful Linky USEDA Home L. TDI Broarsm Home L. Deporting Forms and Instructions (PDE) L. TDI MEWER Marine BY2042.04 B	annump Control (Mand)
nerplan cards. <u>OSERATIONE</u> <u>Tranforgrammone</u> <u>reporting to mis and insuddamis (PDF)</u> TRHMEWeb Version R12012.01.0	

ER Years Use Form Mode

CGI

inkhole/8080/trimov		
	Logged in as: MDONATIDEV, Alpha Beta Group	
I RI-ME	/EB	Preierences H Save X Close
Welcome My F	acilities Prepare Validate Transmit Review Certify eFDP	
ige: Select Year Se	tectracilly form Part1: §1-4.4 §4.5-4.7 §5 Part11: §1-4 §5 §5.3 §6.1 §6.2 §7.4 §7.8 §7.8-7.0 §8.1-8.7 §8.8 §8.9-8.10 §8.11 form Summary	IIW/Heustee T
orm Complet	ion summary	7702WJLWXX155B/
		2000 Form R for 1,1,2,2-TETRACHLOROETHAN
Status: NOT CO	NPLETE CONTRACTOR OF	
page	Message	
Section 4.3	You have not properly completed your technical contact information. You must provide a name and phone number. Optionally, you may provide an e-mail address.	
Section 4.4	You have not properly completed your public contact information. You must provide a name and a phone number.	
Il Section 3	Activity and uses of the toxic chemical cannot be blank. You must check all boxes that apply. If you select the "Yes" radio button for section 3.1, 3.2 or 3.3 you must also check one of th you must also check at least one of the following related activities: For On-site Use/Processing; For Sale/Distribution; As a Byproduct; or As an Impurity.	the corresponding checkboxes. If you have selected "Produce" or "Import" as a manufacturing activity,
Section 4.1	The Maximum Amount of the Toxic Chemical Onsite cannot be blank. Please enter the maximum amount of the toxic chemical onsite at any time during the calendar year using the approp	priate code from the list provided.
Il Section 5.1	For Fugitive or Non-point Air Emissions you must either check the "Not Applicable" box or enter a release quantity (or range code) and a basis of estimate code. If you do not engage in a acceptable selection.	activities that result in fugitive or non-point air emissions of the toxic chemical, "Not Applicable" is an
Il Section 5.2	For Stack or Point Air Emissions you must either check the "Not Applicable" box or enter a release quantity (or range code) and a basis of estimate code. If there are no stack air activitie acceptable selection.	ies involving the waste stream that contains or contained the toxic chemical, "Not Applicable" is an
Il Section 5.3	For Discharges to Receiving Streams or Water Bodies you must either check the "Not Applicable" box or enter one or more stream or water body names. Each discharge must include a water (or % from storm water "Not Applicable" if appropriate). If there were no discharges to receiving streams or water bodies of the waste streams that contain or contained the toxi	a stream name, a release quantity (or range code), a basis of estimate code, and the % from storm cic chemical, then "Not Applicable" is an acceptable selection.
Il Section 5.4.1	For Class I Underground Injection Wells On-site you must either check the "Not Applicable" box or enter a release quantity (or range code) and a basis of estimate code. If you do not inje "Not Applicable" is an acceptable selection.	ject the waste stream that contains or contained the toxic chemical into Class I underground wells,
Il Section 5.4.2	For Class II-V Underground Injection Wells On-site you must either check the "Not Applicable" box or enter a release quantity (or range code) and a basis of estimate code. If you do not wells, "Not Applicable" is an acceptable selection.	t inject the waste stream that contains or contained the toxic chemical into Class II-V underground
Il Section 5.5.1A	For RCRA Subtitle C Landfills you must either check the "Not Applicable" box or enter a release (or range code) and a basis of estimate code. If there are no disposal activities to such a acceptable selection.	a landfill for the waste stream that contains or contained the toxic chemical, "Not Applicable" is an
Il Section 5.5.1B	For Other Landfills you must either check the "Not Applicable" box or enter a release (or range code) and a basis of estimate code. If there are no disposal activities to such a landfill for selection.	r the waste stream that contains or contained the toxic chemical, "Not Applicable" is an acceptable
Il Section 5.5.2	For Land Treatment/Application Farming you must either check the "Not Applicable" box or enter a release (or range code) and a basis of estimate code. If there are no disposal activities chemical, "Not Applicable" is an acceptable selection.	es to land treatment/application farming for the waste stream that contains or contained the toxic
Il Section 5.5.3	You have not properly completed your Surface impoundments release information. If there are no disposal activities to surface impoundments for the waste stream that contains or control of the stream that contains or control of the stream that contains or control of the stream that	tained the toxic chemical, "Not Applicable" is an acceptable selection.
Il Section 5.5.4	In Other Disposal you must either check the "Not Applicable" box or enter a release (or range code) and a basis of estimate code. Although "Not Applicable" is an acceptable entry, facili leaks.	lities should generally report zero, rather than "Not Applicable", recognizing the potential for spills or
Il Section 6.1	You have not finished providing information about transfers of this toxic chemical off-site to POTWs. If you did not discharge wastewater containing this chemical to a POTW(s), please basis of estimate code for each POTW listed on the page.	e check the "Not Applicable" box. Otherwise, please provide the transfer amount or range code and a
t II Section 6.2	You have not finished providing information for Transfers to Other Off-site Locations. If you did not transfer waste containing the toxic chemical to other off-site locations, please check location receiving the transfer, the off-site transfer amount or range code, a basis of estimate code, and the Waste Management type code using the list provided for each off-site trans	k the "Not Applicable" box. If you did transfer waste off-site, please be sure to provide the off-site sfer location listed on the page.
Back Index	Next →	Go To Form Mode 🖉 View Form Validate

Form Completion Summary Page

CGI

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP	
Introduction Create New Submission	
Overview of Submission and Certification Steps	Creek Pen Facility Dallas, TX 7520WCRKPN2493N
	Departing Vegs 2000



The steps you will be required to perform in order to complete your USEPA submission and state submission are listed below, along with a progress bar that will guide you through the process.

Federal Transmission:

Before your TRI form data is officially accepted by USEPA, you will be required to complete the following steps:

- Step 1: Select the chemical forms that the preparer will prepare for certification.
- Step 2: Nominate your certifying official.
- Step 3: Mark the forms as pending certification.
- Step 4: The certifying official logs into TRI-MEweb to certify any pending submissions.

State Submission:

TRI-MEweb does not support electronic submissions to states, tribes, or territories of TRI forms for Reporting Years 1991-2004. Instead, follow the steps below.

Step 5: After completing the Federal Submission steps above, TRI-MEweb will ask you to provide the name and title of the senior management official who will be certifying your state TRI forms. Step 6: TRI-MEweb will allow you to print paper forms and/or create a submission diskette that you can mail to the state or tribe in which your facility is located. You may also print a State Submission Checklist that provides detailed instructions for properly submitting data to your state, tribe, or region.

Click Next and TRI-MEweb will assist you in transmitting your forms to USEPA and your state.

← Back Index Next →

Go To Form Mode View Form Validate

CGI

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2012.01.6

No Validation for ER Years

													-			
Welcome My Facilitie	es Prepare	Validate	Transmit	Review Certify	eFDP											
Reporting Summary																
Reporting Summar	v												Creek Pe	n Facility 520WCR	/ Dallas, T RKPN2493	X

7520WCRKPN2493N Reporting Year 2000

CGI

As a preparer, you have used TRI-MEweb to prepare, validate, and transmit your data! However, if you are not certain about your data, there is still time to make corrections:

The following is a summary of your existing submission(s) for the facility and reporting year identified at the top of the page. Depending upon the status of the submission(s), a variety of actions may be available to you—select a submission and then use an appropriate button at the bottom of the table.

Pending Submission Summary Table:

The TRI chemical forms associated with the submissions listed in this Pending Submission Summary Table have not yet fulfilled EPCRA Section 313's reporting requirements.

Select	Number of Forms	Transmitted by	Transmit Date	Status Update Status			
۲	- 1 Form(s)	Kyle Pahowka	12/24/2013	Pending Certification	-		
	Forms Transmitted:				_		
	1,1,2-TRICHLOROETHANE	Fo	orm R				
Details Cancel Submission New Certifier Prepare State Form(s)							

Certified Submission Summary Table:

The TRI chemical forms associated with the submissions listed in this Certified Submission Summary Table fulfill EPCRA Section 313's reporting requirements.

Select		Number of Forms	Transmitted by	Transmit Date	Status
0	+	1 Form(s)	Veena Peddineni	11/01/2013	Certified and Sent to USEPA
0	+	1 Form(s)	Kyle Pahowka	12/11/2013	Certified and Sent to USEPA
				Details Recordkeeping	Prepare State Form(s)

The USEPA TRI Program Division is interested in your comments on the TRI-MEweb software. Please note that submission of comments is optional.

← Back Index

Go To Form Mode View Form Validate

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2012.01.6

Paper Submission to States

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP	
Reporting Summary	
Prepare Forms for State Submission	Creek Pen Facility Dallas, TX 7520WCRKPN2493N
	Reporting Year 2000
Use the buttons and/or links provided below to prepare the form for mailing to the state or tribe in which your facility is located. This page allows you to prepare both paper and diskette submissions, thou required. Please review the TRI Program's <u>State Programs</u> page or <u>Tribal Program Website</u> to determine what type(s) of submission you should send to obtain the correct mailing address for the TRI contact which your facility is located.	gh both are not typically t for the state or tribe in
Please review the paper or diskette submission checklist. to ensure that you properly submit your TRI reporting forms. Be sure to certify the submission by signing the paper forms or, if submitting by disket including the Diskette Certification Letter along with the diskette.	ette, printing, signing, and
When you're finished, click Next to return to the Reporting Summary.	
Preparing a Diskette/CD/DVD:	
Preparing Paper Forms:	
Individual Report(s)	

mainaua Report(5)							
CAS No.	Chemical Name	Year	Form Type	Revision?			
000079005	1.1.2-TRICHLOROETHANE (PDF)	2000	Form R	No			

Index Next >

← Back

Go To Form Mode View Form Validate

CG

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2012.01.6

Paper Submission to States

RY 2013 UAT Using Issue Tracker



Experience the commitment®

Logging Issues: Log-in

U	

Log into Testing Tracker at http://cgiapps.dyndns.org/lssueTracker/logon.aspx

Welcome

Wednesday, January 23, 2013

Logon		
User ID	TestUser	
Password	•••••	
		Login

Application Statistics

Application uptime	3 hours, 4 minutes
Active users	10
Page requests	543

About this application

Issue Tracker is an easy to use and customizable bug tracking, issue tracking, and change management application allowing project teams to track and manage software issues and their resolutions. This application was developed using the Microsoft .NET platform and provides the following major features:

- Fully customizable reference data sets system administrators can customize all aspects of the system from available applications and modules, priorities, classifications, statuses, and reporting sites
- Status History each issue entered into the application has its own status history, similar to an audit trail, that
 records changes to the issue's application and module, status, priority, classification, reporting site, and
 assigned to user.
- Issue Attachments each issue supports the attachment of files such as screenshots and design documentation
- Customizable Queries an advanced interface is provided for power users to query the backend data based on user defined selection criteria
- Reports various reports are supported within this application to allow team members to gauge the overall status of a project based on issue counts, statuses, and assignments.
- Backend database flexibility Oracle and Microsoft Access databases are fully supported, SQL Server support is available
- Client/Server application When deployed against an Oracle database a 100% compatiable client server
 application is also available with more advanced reporting and administration features

If you require assistance using this application or need to report a technical difficulty please contact Joe Chadman at 724-502-4089

Microsoft .NET Platform



This application was built using the Microsoft .NET platform. The web pages were developed using ASP.NET (VisualBasic.NET) and the backend business logic and data tier were developed using C#. Additionally the following features of the .NET platform are leveraged:

- Optimized data access to Oracle and SQL Server data sources
- Native support of XML documents
- Native support of web forms, data binding, and validation
- Development and consumption of web services

Reporting Issues



Click "New Issue" from the navigation pane at the top of the screen.

Issu	ie Trac	ker		Preferences Logout Good morning, 1.
Hama	New Tesus	Search Teels One	Tagua	
поте	New Issue	Search Tools Ope	Issue	
User Assign Count Repor Count Last M	e Summan Account Infe ned Issue ted Issue Iodification	ry ormation 0 0 N/A	Announceme Announce Your proje	rents cement Title (01/01/2003) ject announcement goes here.
Syste	em Informati	ion		
Total	Count	3		
Last M	Iodification	Today at 10:31 AM		

Reporting Issues



Enter data for each field and click "Save". The following slides provide additional guidance on each field.

Issue Tracker		
Home New Issue S	Search Tools Open Issue	
Enter New Issue	e	
Short Description	Section 6.2 Checkbox Disappeared	
Application	TRI-MEweb UAT (January 2013) 👻	
Module	TRI-MEweb - Prepare -	
Version Number	RY2012.01	
Classification	Bug 👻	
Priority	Medium 👻	
Reporting Site	EPA 👻	
Web Browser	Internet Explorer 👻	
Assigned to	Augusto, Samori 👻	
Status	Open 👻	
Detailed Description Include the Test Script Number that you've tested, the Step of the Test Script that you the issue corresponds to, the time that the issue occurred, and the title of the application page that the issue was identified on. You may also provide additional details you feel helpful in the recreation of the issue.		
	Save	

Reporting Issues



Attach a screenshot of the TRI-MEweb page where the error occurred. The screenshot should be saved as an image file.

Issue TMWu3-4 Detail						
Short Description	Section 6.2 Checkbox Disappeared					
Application	TRI-MEweb UAT (January 2013) 🔻	Choose File to I	Inload			
Module	TRI-MEweb - Prepare 👻			- A Search UAT	(DV 2012)	
Version Number	RY2012.01		A.LFA F (12012 F OAT (112012) F	Jearch OAT	(117 2012)	~
Classification	Bug 👻	Organize 🔻	New folder		= -	0
Priority	Medium 👻	🔶 Eavorite	Name	Date modified	Туре	
Reporting Site	EPA 🔻	Neskt	🍌 Data Conditioning	1/23/2013 10:53 AM	File folder	
Web Browser	Internet Explorer V	🚺 Down	EPA TRI-MEweb UAT Checklist_v1.0.xlsx	1/20/2013 11:15 AM	Microsoft Exce	I W
Currently Assigned to	Augusto, Samori	🖳 Recer	🔁 Test Attachment for Demonstration Purp	1/23/2013 10:50 AM	Adobe Acroba	t D
Current Status	Open					
New Status Note						
Assigned to	•	J Music				
Status	-	Pictur				
Detailed Description		🛃 Video				
			4			-
		1 Compu				
			File name: Test Attachment for Demonstration	All Files (*.*)		-
				<u>O</u> pen	Cancel	
Issue Status Hist	orv					

Author: TestUser, 1

Status: Open as of 1/23/20

Include the Test Script Number that you've tested, the Step of the Test Script that you the issue corresponds to, the time that the issue occurred, and the title of the application r issue was identified on. You may also provide additional details you feel helpful in the recreation of the issue.

Issue File Attachments		
No file attachments for this issue		
Add File Attachment		
Browse		
	ments this issue Browse	

Testing Tracker Fields Explained



- Short Description: Give the issue a descriptive title
- Application: "TRI-MEweb UAT (January 2014)"
- Module: Choose the navigation tab you were working under when the issue occurred.
- Version Number: "RY 2013.02.1"
- Classification: Please see the following slides for a description of each classification.
- Priority: Please see the following slides for a description of each priority level.
- Reporting Site: Choose the location from where you are testing.
- Web Browser: Choose the web browser you were testing in when the issue occurred.
- Assign To: "Donati, Martina"
- Status: "Open"

Testing Tracker Fields Explained: Detailed Description



- Detailed Description: Please answer as many of these questions as possible.
 - What time did this issue occur?
 - What is the test script ID of the script you were executing when this issue occurred?
 - Which test script step were you on?
 - Did you perform any additional actions beyond the test script?
 - What is the title of the affected page(s)?
 - What Reporting Year were you working with?
 - What TRIFID were you working with?
 - Which chemical were you working with?
 - What is the issue?
 - What is the expected result?

Issue Classification



Issue Classification	Description
Bug	Functionality that is either missing or not working according to design specifications.
Data	Items that are related solely to data (i.e., no data in drop-down lists, incorrect reference data, etc.).
Enhancement	Issue that is outside the scope of the current system design and represents a change to the specification. Enhancements will be discussed with EPA after all issues are resolved.
Graphical User Interface (GUI)	Issue with the appearance of the screen that has no substantial impact on the operation of any screen or system function, and requires minimal time to fix (e.g., spelling errors, centering message boxes, etc.).
Question	Tester is unsure of system functionality.
Training	Issue is not a bug, but users will require guidance or training to avoid the problem.

Issue Priority



Issue Priority	Description
Critical	 A fatal error in the system: Prohibits the completion of a business function Has no viable work-around solution
High	 A limiting error in the system: Prohibits the completion of a business function Has a temporary work-around solution that cannot be tolerated over time
Medium	 A benign error in the system: Prohibits the completion of a business function Has a work-around solution that can be tolerated over time
Low	An issue that does not impact the completion of a business function, but has not been implemented according to the design specifications

Test Script FAQs



- What is the purpose of test scripts?
 - To provide a step-by-step walk through of each enhancement.

• Do I need to follow the test script?

It is recommended that the scripts be followed when testing a certain scenario.
 Testers are encouraged to perform additional unscripted testing independent of the test scripts after the assigned scripts are successfully complete.

• Will my test scripts be collected at the end of UAT?

 No. The test script is for the testers use only. Any information you include on the script will not be seen by UAT facilitators unless it has also been entered in Testing Tracker.

Should I enter all discrepancies between "expected" and "actual" results into Testing Tracker?

 Yes; however, If you are unsure if something is a valid issue and would like guidance on how to proceed, call the UAT Help Desk at (703) 227-6146 or email <u>martina.donati@cgifederal.com</u>.

Test Script FAQs (Continued)



- Where can I find the Test Script ID that I need when entering an issue into Testing Tracker?
 - Test Script IDs can be found at the top of each script and are formatted as TRI 00.00.
- Should I take a screenshot of the TRI-MEweb page when I come across an issue?
 - Yes. Screenshots are a valuable element in resolving an issue.
 Take a screenshot of the TRI-MEweb page that is being affected and save it as a .jpg file with no spaces in the name.

• When will Testing Tracker prompt me to attach screenshot(s)?

 You must first complete each of the fields on the New Issue page in Testing Tracker. You will be given the opportunity to attach multiple screenshots and corresponding comments after you have clicked the Save button.

Questions?



