



**e-GGRT Training Webinar on
Subpart DD: Electrical Transmission and Distribution
Equipment Use**

U.S. Environmental Protection Agency

Greenhouse Gas Reporting Program (GHGRP)

May 31th, 2012

Start time: 2:30 p.m. EST

Hello and welcome to the e-GGRT training webinar on using EPA's electronic Greenhouse Gas Reporting Tool to report GHG Data for Subpart DD.

Today's webinar is intended to help orient Subpart DD reporters for inputting data into e-GGRT. The webinar will review via screenshot the steps for reporting under Subpart DD.

In addition to today's webinar, there will be Sandbox testing from June 4th to June 15th which will allow you to log into e-GGRT and test the reporting form to examine the look, feel and functionality of e-GGRT data reporting.

There is an e-GGRT Help Desk that is available to respond to any problem or questions you have specific to the Data Reporting functionality of e-GGRT .



This training is provided by EPA solely for informational purposes. It does not provide legal advice, have legally binding effect, or expressly or implicitly create, expand, or limit any legal rights, obligations, responsibilities, expectations, or benefits in regard to any person.

Webinar Outline



- Reporting GHG Data via e-GGRT
 - EZ Forms
 - Calculation worksheets
 - Subpart A – General Provisions
- Subpart DD in e-GGRT
 - Selecting a Subpart
 - Reporting Data
- Questions

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These slides will be posted on EPA's website after this webinar.

Topics for Today's Q & A



- Please only submit questions regarding e-GGRT functionality
- Questions on other topics (requirements of the Greenhouse Gas Reporting Rule, legal issues, etc.) should be submitted to **ghgreporting@epa.gov**

Links for Help and Additional Information

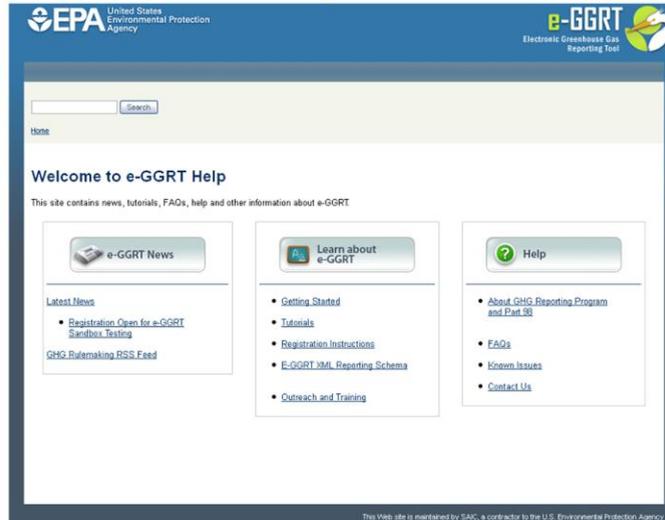


- Sandbox Information & e-GGRT Help
 - <http://www.ccdsupport.com>
 - Email: ghgreporting@epa.gov
- Sandbox Registration & Log-In
 - <http://sandbox.ccdsupport.com>
- GHG Reporting Program Information & Help
 - <http://www.epa.gov/ghgreporting/reporters/index.html>
 - Email: ghgreporting@epa.gov

e-GGRT Help



- www.ccdsupport.com or
- Via Help links in e-GGRT 



The screenshot shows the e-GGRT Help website interface. At the top left is the EPA logo and the text "United States Environmental Protection Agency". At the top right is the "e-GGRT Electronic Greenhouse Gas Reporting Tool" logo. Below the header is a search bar with a "Search" button and a "Home" link. The main heading is "Welcome to e-GGRT Help", followed by the text "This site contains news, tutorials, FAQs, help and other information about e-GGRT". The content is organized into three columns:

- e-GGRT News:** Includes "Latest News" with links for "Registration Open for e-GGRT Sandbox Testing" and "GHG Rulemaking RSS Feed".
- Learn about e-GGRT:** Includes links for "Getting Started", "Tutorials", "Registration Instructions", "E-GGRT XML Reporting Schema", and "Outreach and Training".
- Help:** Includes links for "About GHG Reporting Program and Part 98", "FAQs", "Known Issues", and "Contact Us".

At the bottom right of the screenshot is the number "6". At the very bottom of the page, below the screenshot, is the text "This Web site is maintained by SAC, a contractor to the U.S. Environmental Protection Agency".

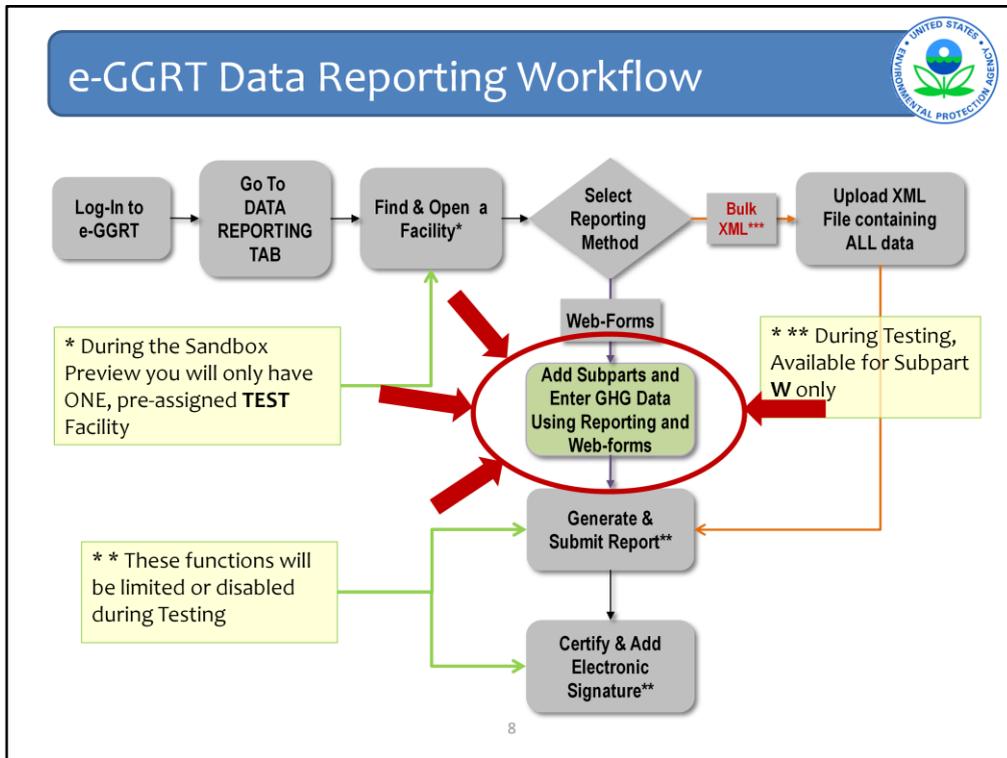
e-GGRT Registration & Sand Box Testing



- For an overview of reporting GHG data via e-GGRT, please see the Registration & Sandbox Testing Overview presentations at: <http://www.epa.gov/ghgreporting/reporters/training/index.html>
- Sandbox testing will be available June 4-15, 2012

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The slides from this webinar will be posted and available for download.

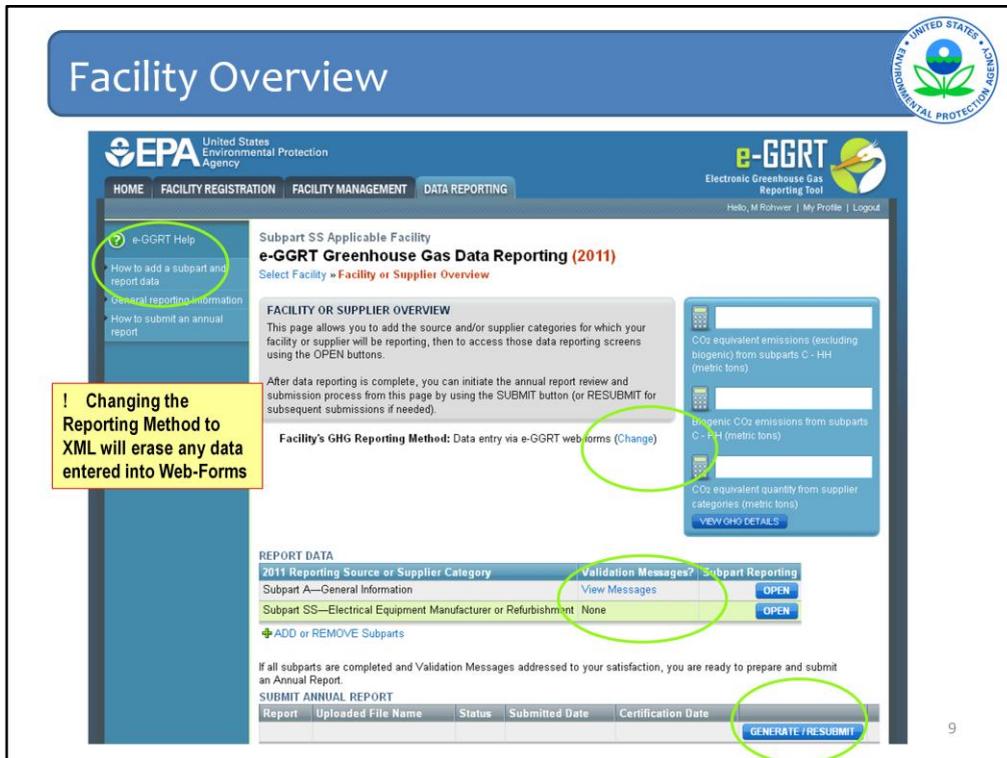


This Slide illustrates the steps that are taken by a reporter to enter data into e-GGRT and submit it to EPA.

Today’s webinar will focus on entering Subpart DD data into e-GGRT.

Today’s webinar will assume that you have registered your facility, navigated through e-GGRT to your facility and added Subpart DD to your facility, and are now ready to enter data.

For more information on the other, related steps or general features of e-GGRT, please refer to the e-GGRT Overview Training Webinar on our website at <http://www.epa.gov/ghgreporting/reporters/training/index.html>



The “facility overview” page an overview of the facility-level information that has been entered into e-GGRT.

On the Facility Overview site you can also see the subparts for which you have entered data and whether any validation messages appear for a specific subpart. If you would like to learn more about the validation messages for a specific subpart, click on “view messages”. You can add or remove additional subparts from this page, and click “open” to begin working on any subpart, or add additional information to a subpart you have already been working on.

The facility overview page is also where you “generate” your report.

The facility overview page also allows you to indicate if your facility is NOT submitting an annual report in the current year. There are no reporting requirements for those that do not trigger the respective thresholds for the source categories at their facility or supply operations. In this first reporting year, some facilities or suppliers may have registered with e-GGRT because they thought they might trigger the rule. If those facilities or suppliers now find that they are not subject to the program they may choose to check this box for the 2010 reporting year.

Finally, for the facility’s GHG reporting method you can indicate whether your are entering data via e-GGRT web-forms OR bulk upload of XML. You want to consider this very carefully. If you click on “change” a screen will pop up.

If you are planning to use the XML bulk upload option to report your facility or supplier’s GHG data, visit our website to get more details. The link for learning how to submit data using this option is provided at the end of this presentation.

<http://www.epa.gov/ghgreporting/reporters/datasystem/e-ggrr_xml.html>

Facility Overview

e-GGRT Greenhouse Gas Data Reporting (2011)

Select Facility • Facility or Supplier Overview

FACILITY OR SUPPLIER OVERVIEW

This page allows you to add the source and/or supplier categories for which your facility or supplier will be reporting, then to access those data reporting screens using the OPEN buttons.

After data reporting is complete, you can initiate the annual report review and submission process from this page by using the SUBMIT button (or RESUBMIT for subsequent submissions if needed).

Facility's GHG Reporting Method: Data entry via e-GGRT web-forms (Change)

REPORT DATA

2011 Reporting Source or Supplier Category	Validation Messages?	Subpart Reporting
Subpart A—General Information	View Messages	OPEN
Subpart SS—Electrical Equipment Manufacturer or Refurbishment	View Messages	OPEN

SUBMIT ANNUAL REPORT

Report	Uploaded File Name	Status	Submitted Date	Certification Date
GENERATE / RESUBMIT				

VIEW REPORTS: Annual Report reviewable formats (including public, non-CBI versions and trend reports) for all submissions this reporting year can be accessed on the View Reports page.

Once you have added a Subpart, you may OPEN that subpart to enter or edit data. To OPEN the e-GGRT web-forms for your subpart, Navigate to your Facility Overview Page in the Data Reporting Tab.

Go to the “Report Data” Table in the middle of the page and look for the Subpart that you would like to open.

Click the Blue OPEN button to Open that subpart.

Subpart A- General Information

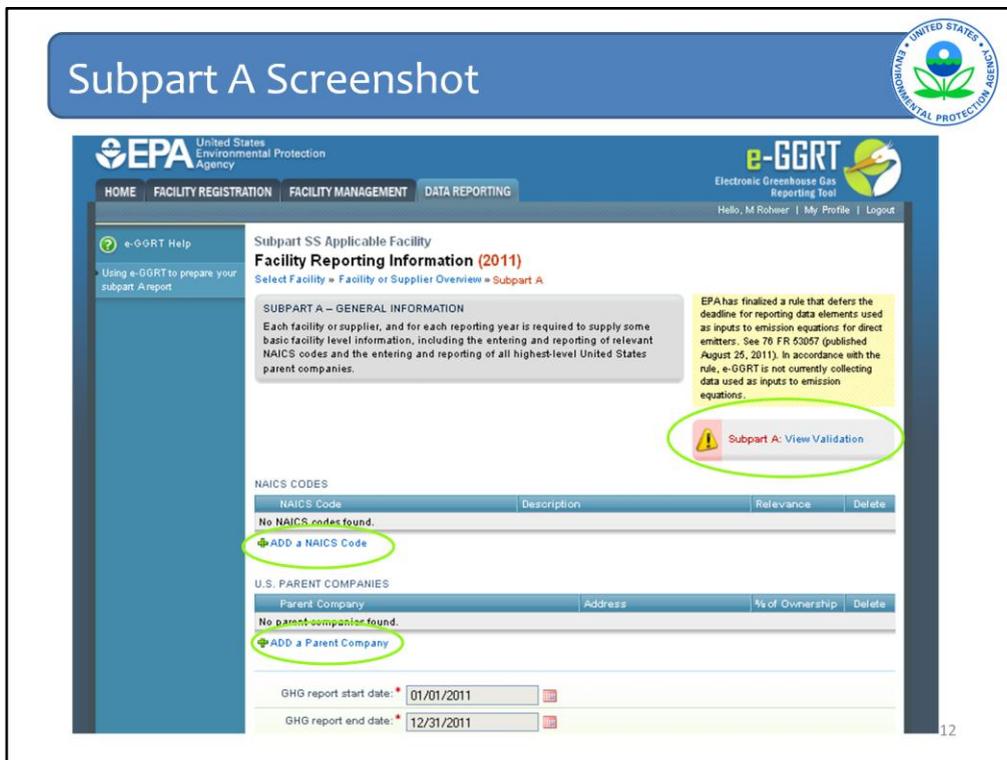


- All must report Subpart A information:
 - NAICS codes
 - Parent Company
 - Start date and end date for report
 - Methodological changes during the year, if applicable
 - Best Available Monitoring Methods used, if applicable
 - Indicate if emissions include emissions from co-generation

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If you go back to the Facility Overview page and open subpart A, you will enter information to meet the general requirements in subpart 98.3 that are applicable for all GGRP reporters. These reporting requirements are:

1. Reporting on at least one primary and any additional NAICS codes relevant for the facility or the supplier
2. Information on each Parent Company
3. The start date and end date for the GHG report
4. An explanation of any calculation methodology changes during the reporting year, if applicable.
5. A description of best available monitoring methodologies used, if applicable
6. And, for facilities only, if your emissions include emissions from a co-generation unit.



Add a North American Industry Classification System code- REQUIRED for all.

Each facility must report: The primary 6 digit- NAICS code that is the principal source of revenue for the reporter, using as defined by the NAICS 2007 manual.

Optionally, a second primary NAICS code if the reporter has two distinct product/activities/services providing comparable revenue

Additionally, all unique NAICS codes that describe the products/activities/services of the reporter, but are not related to the principal source of revenue

Add Information on each highest level parent company (Required for All)

For each highest level parent company you must provide the Corporate Parent Name, Percentage of ownership interest, Street Address, city, state, ZIP Code*

Then include the start date and end date for the GHG report (Required for All).

Subpart A: View Validation. There are built in data checks to help avoid obvious errors. Click here to confirm your entries meet the validation checks.

Adding/Opening Subparts

EPA United States Environmental Protection Agency

e-GGRT Electronic Greenhouse Gas Reporting Tool

HOME FACILITY REGISTRATION FACILITY MANAGEMENT DATA REPORTING

Chiu Industries (2010)
e-GGRT Greenhouse Gas Data Reporting
 Select Facility » Facility » Supplier Overview

FACILITY OR SUPPLIER OVERVIEW
 This page allows you to add the source and/or supplier categories for which your facility or supplier will be reporting, then to access those data reporting screens using the OPEN buttons.
 After data reporting is complete, you can initiate the annual report review and submission process from this page by using the SUBMIT button (or RESUBMIT for subsequent submissions if needed).

The Annual Report has already been prepared. Any changes you make to report data will not be reflected in that version. After making changes to report data you must choose GENERATE/RESUBMIT below, then click GENERATE REPORT for those changes to be included in an updated version of the Annual Report.

REPORT DATA

2010 Reporting Source or Supplier Category	Validation Messages?	Subpart Reporting
Subpart A—General Information	None	OPEN
Subpart C—General Stationary Fuel Combustion Sources	Not Available	OPEN
Subpart G—Ammonia Manufacturing	Not Available	OPEN
ADD or REMOVE Subparts		

If all subparts are completed and Validation Messages addressed to your satisfaction, you are ready to prepare and submit an Annual Report.

SUBMIT ANNUAL REPORT

Report	Status	Sign Date	Submitted Date	View
2010 Annual Report v1	Submitted, Pending Certification and Signature	03/04/2011 1:05 PM		GENERATE SUBMIT

CO₂ equivalent emissions (excluding biogenic) from source categories (metric tons): 33,200
 Biogenic CO₂ emissions from source categories (metric tons): 0
 CO₂ equivalent quantity from supplier categories (metric tons): 0
[VIEW CHO DETAILS](#)

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The first step for reporting under subpart DD is to choose the “ADD or REMOVE Subparts” option within the “DATA REPORTING” tab. On the Subpart selection page, select the checkbox next to Subpart DD on the list.

IF other subparts are applicable to your facility, this is where you would select those Subparts at this time, but you can also come back at anytime before submitting your report to add subparts.

Next, you should hit “SAVE” so you can return to the Facility Overview Page.

Adding/Opening Subpart DD Module (cont.)



AA—Pulp and Paper Manufacturing
Description (SHOW | HIDE)

BB—Silicon Carbide Production
Description (SHOW | HIDE)

CC—Soda Ash Manufacturing
Description (SHOW | HIDE)

DD—Electrical Transmission and Distribution Equipment Use
Description (SHOW | HIDE)

EE—Titanium Dioxide Production
Description (SHOW | HIDE)

FF—Underground Coal Mines
Description (SHOW | HIDE)

GG—Zinc Production
Description (SHOW | HIDE)

II—Industrial Wastewater Treatment
Description (SHOW | HIDE)

RR—Geologic Sequestration of Carbon Dioxide
Description (SHOW | HIDE)

SS—Electrical Equipment Manufacturer or Refurbishment
Description (SHOW | HIDE)

UU—Injection of Carbon Dioxide
Description (SHOW | HIDE)

CANCEL SAVE

Paperwork Reduction Act Burden Statement | Contact Us e-GGRT RY2011-TZ.R.21 | DR-facility-subparts

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The next step is to select subpart DD by checking the appropriate box. Removing (un-checking) a subpart will erase any data that has been entered for that subpart. After making the selection, click Save.

Adding/Opening Subpart DD Module (cont.)



e-GGRT Greenhouse Gas Data Reporting (2011)
Select Facility - Facility or Supplier Overview

FACILITY OR SUPPLIER OVERVIEW
This page allows you to add the source and/or supplier categories for which your facility or supplier will be reporting, then to access those data reporting screens using the OPEN buttons.

After data reporting is complete, you can initiate the annual report review and submission process from this page by using the SUBMIT button (or RESUBMIT for subsequent submissions if needed).

Facility's GHG Reporting Method: Data entry via e-GGRT web-forms (Change)

2011 Reporting Source or Supplier Category	Validation Messages?	Subpart Reporting
Subpart A—General Information	View Messages	OPEN
Subpart DD—Electrical Transmission and Distribution Equipment Use	None	OPEN
Subpart OO—Suppliers of Industrial GHGs	View Messages	OPEN
Subpart QQ—Importers and Exporters of Fluorinated Greenhouse Gases Contained in Pre-Charged Equipment or Closed-Cell Foams	None	OPEN
Subpart UU—Injection of Carbon Dioxide	View Messages	OPEN

VIEW REPORTS: Annual Report readable formats (including public non-CRI versions and trend reports) for all submissions.

Check to make sure that Subpart DD was added, then select "Open" to report data.

Downloading EZ Form



e-GGRT Help

Subpart DD: Electrical Transmission and Distribution Equipment Use

Subpart Overview

OVERVIEW OF SUBPART REPORTING REQUIREMENTS
Subpart DD requires affected facilities to report total SF6 and PFC emissions (including emissions from fugitive equipment leaks, installation, servicing, equipment decommissioning and disposal, and from storage cylinders) resulting from the transmission and distribution servicing inventory and equipment listed in §98.300(a). For acquisitions of equipment containing or insulated with SF6 or PFCs, you must report emissions from the equipment after the title to the equipment is transferred to the electric power transmission or distribution entity. If you are subject to other subparts (e.g. Subpart C) you should return to the Facility Overview page, select the appropriate subpart(s), and complete the data reporting requirements of each subpart. To satisfy the Subpart DD reporting requirements you will first download the Subpart DD reporting form(s). Use the link provided to access the form(s) and find instructions for completing those forms. Next, you will upload the completed form and e-GGRT will validate the data contained within it. Use the "View Validation" link to review any issues found in your reporting form. If necessary, make any revisions necessary to your reporting form and upload the revised reporting form.

For additional information about Subpart DD reporting, please use the e-GGRT Help link(s) provided.

SUBPART DD SUMMARY INFORMATION FOR THIS FACILITY

1 | DOWNLOAD FORM

- Subpart DD GHG Reporting

2 | UPLOAD COMPLETED FORM

Browse... **UPLOAD**

EPA has finalized a rule that defers the deadline for reporting data elements used as inputs to emission equations for direct emitters. See 76 FR 53057 (published August 25, 2011). In accordance with the rule, e-GGRT is not currently collecting data used as inputs to emission equations. If you choose to report these inputs to EPA through these simplified reporting pages, please note that the inputs may be subject to public release.

Uploaded File Name	Attached By	Date	Delete
No files found.			

[Facility Overview](#)

Subpart DD: View Validation

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Subpart DD is one of the subparts that requires facilities to enter information through a reporting form called an EZ Form. In order to begin, the user must first download the EZ Form for subpart DD.

Subpart DD EZ Form: Overview



Subpart DD - Electrical Transmission and Distribution Equipment Use
Version e-GGRT RY2011 R 00

Worksheet Instructions:

xxx

External Links:

Subpart DD Resources Page <http://www.epa.gov/climatechange/emissions/subpart/dd.html>
Optional Calculation Spreadsheet [LINK TBD](#)

1.) Fill out the following table with general information about this facility:

Facility Name:	
Reporter Name: (optional)	
Reporting Period:	
Comments: (optional)	

2.) Fill out the following table with information about this facility's operations

Length of transmission lines carrying voltages above 35 kilovolt (miles) [98.305(b)]	
Were missing data used for the length of transmission lines carrying voltages above 35 kilovolt [98.3(c)(8)]	
If yes, report the reason the data were missing	
If yes, report the method used for estimating missing data	
Length of distribution lines carrying voltages at or below 35 kilovolt (miles) [98.305(c)]	
Were missing data used for the length of distribution lines carrying voltages at or below 35 kilovolt [98.3(c)(8)]	
If yes, report the reason the data were missing	

Facility-Level Information | GHG-Specific Information

Ready

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The Subpart DD EZ Form has two tabs: “Facility-Level Information” and “GHG-Specific Information.” The form has three parts in total with two on the first tab and one on the second tab. We will go through each of the parts next.

Subpart DD EZ Form: Facility-Level Information



Subpart DD - Electrical Transmission and Distribution Equipment Use

Version e-GGRT RY2011.R.00

Worksheet Instructions:	
xxx	
External Links:	
Subpart DD Resources Page	http://www.epa.gov/climatechange/emissions/subpart/dd.html
Optional Calculation Spreadsheet	LINK TBD

1.) Fill out the following table with general information about this facility:

Facility Name:	
Reporter Name: (optional)	
Reporting Period:	
Comments: (optional)	



2.) Fill out the following table with information about this facility's operations

Length of transmission lines carrying voltages above 35 kilovolt (miles) [98.306(b)]	
Were missing data used for the length of transmission lines carrying voltages above 35 kilovolt [98.3(c)(8)]	
If yes, report the reason the data were missing	
If yes, report the method used for estimating missing data	
Length of distribution lines carrying voltages at or below 35 kilovolt (miles) [98.306(c)]	
Were missing data used for the length of distribution lines carrying voltages at or below 35 kilovolt [98.3(c)(8)]	
If yes, report the reason the data were missing	
If yes, report the method used for estimating missing data	



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The Facility-Level tab has two parts. The first part requires the user to enter the Facility Name and Reporting Period (the year that the report covers), and also provides optional fields for Reporter Name and Comments.

The second part requires the user to enter the Transmission Miles and Distribution Miles associated with the facility and also whether missing data were used. If missing data were used, the user must enter the reason why missing data were used and also the method used for estimating missing data.



Subpart DD EZ Form: GHG-Specific Information



Subpart DD - Electrical Transmission and Distribution Equipment Use
Version e-GGRT RY2011.R.00.

Worksheet instructions:
xxx

External Links:
Subpart DD Resources Page <http://www.epa.gov/climatechange/emissions/subpart/dd.html>
Optional Calculation Spreadsheet [LINK TBD](#)

3.) Fill out the following table with information about this facility's emissions. **NOTE: The data associated with the following elements have been deferred for reporting until RY2012. However, reporters s**

Greenhouse Gas	Total facility GHG emissions (pounds) [98.3(c)(4)(iii)]	Beginning Nameplate Capacity, excluding hermetically sealed pressure switchgear (pounds) [98.306(a)(1)]	Were missing data used for nameplate capacity of new equipment during the year, including hermetically sealed pressure switchgear? [98.3(c)(8)]	If yes, report the reason the data were missing	If yes, report the method used for estimating missing data	Were missing data used for the nameplate capacity of retired equipment during the year, including hermetically sealed pressure switchgear? [98.3(c)(8)]	If yes, report the reason the data were missing	If yes, report the method used for estimating missing data
Sulfur hexafluoride								
PFC-14 (Perfluoromethane)								
PFC-116 (Perfluoroethane)								
PFC-218 (Perfluoropropane)								
Perfluorocyclopropane								
PFC-3-1-10 (Perfluorobutane)								
Perfluorocyclobutane								
PFC-4-1-12 (Perfluoropentane)								
PFC-5-1-14 (Perfluorohexane)								
PFC-9-1-18								

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Once the user has completed Parts 1 and 2 on the “Facility-Level Information” tab, the user then proceeds to Part 3 on the “GHG-Specific Information” tab. Part 3 requires the user to enter in all facility-level GHG-specific information that has not been deferred for the 2011 reporting year. Data is entered for SF6 and each PFC type, as applicable. The data elements that are required to be reported for the 2011 reporting year include:

- Total facility emissions
- Nameplate capacity at beginning of year
- Missing data information for each deferred data element (including whether missing data were used, the reason why missing data were used, and the method used for estimating missing data).

After completing the form in its entirety, review for data entry accuracy and save it to an easily accessible location. A user can save the file and return to it at a later time to complete it.

When e-EGGRT opens for reporting, there will be an optional calculation spreadsheet. It will be a spreadsheet that can be used to assist in emissions calculations.

Please do not confuse the EZForm with the Optional Calculation worksheets. The EZForm is required to satisfy GHG reporting for Subpart DD and must be uploaded into e-GGRT.

The Optional Calculation worksheets are not collected by e-GGRT.

Uploading Completed Subpart DD EZ Form



SUBPART DD SUMMARY INFORMATION FOR THIS FACILITY

1.) DOWNLOAD FORM
[Subpart DD GHG Reporting](#)

2.) UPLOAD COMPLETED FORM

EPA has finalized a rule that defers the deadline for reporting data elements used as inputs to emission equations for direct emitters. See 76 FR 53057 (published August 25, 2011). In accordance with the rule, e-GGRT is not currently collecting data used as inputs to emission equations. If you choose to report these inputs to EPA by including them in a file uploaded to this page, please note that the inputs may be subject to public release.

Uploaded File Name	Attached By	Date	Delete
Subpart+DD+Reporting+Form_v4_5_29_12 TEST.xlsx	Marcus Palmer	May 29, 2012	

SUB PART DD EMISSIONS SUMMARY

GHG Name	CAS Number	Unrounded Total Emissions (pounds)	Rounded Total Emissions (metric tons)
C2F6	76-16-4	0.0000	0.0000
CF4	75-73-0	0.0000	0.0000
C3F8	76-19-7	0.0000	0.0000
C4F10	355-25-9	0.0000	0.0000
C5F12	678-26-2	0.0000	0.0000
C6F14	355-42-0	0.0000	0.0000
C10F18	306-94-5	0.0000	0.0000
C-C4F8	115-25-3	0.0000	0.0000
C-C3F6	931-91-9	0.0000	0.0000
SF6	2551-62-4	25.000.0000	11.3398

[Facility Overview](#)

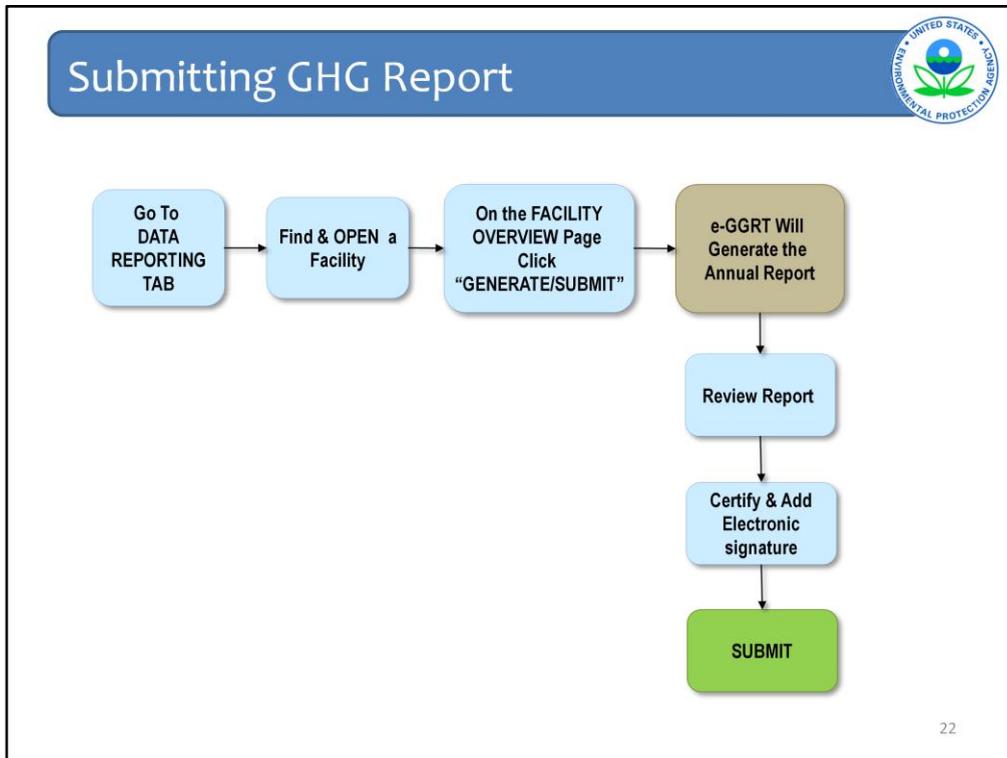
Paperwork Reduction Act Burden Statement | Contact Us | e-GGRT RY2011-T2-R.22 | DD-overview

1 CHECK

2 CHECK

Finish

After clicking upload, the form should appear in the table below, which is confirmation that the reporting form was successfully uploaded. Additionally, an emissions summary table should appear, reflecting the emission totals in the reporting form that was uploaded.



Next we will review how to fulfill your annual reporting requirements by generating and submitting your facility's GHG report.

Once you have entered your GHG data, you are ready to generate, then submit your annual GHG report.

Here are the steps you will take:

Adding/Opening Subpart DD Module (cont.)



e-GGRT Help

- How to add a subpart and report data
- General reporting information
- How to submit an annual report

OO-Supplier 1
e-GGRT Greenhouse Gas Data Reporting (2011)
Select Facility • Facility or Supplier Overview

FACILITY OR SUPPLIER OVERVIEW

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After data reporting is complete, you can initiate the annual report review and submission process from this page by using the SUBMIT button (or RESUBMIT for subsequent submissions if needed).

Facility's GHG Reporting Method: Data entry via e-GGRT web-forms (Change)

REPORT DATA

2011 Reporting Source or Supplier Category	Validation Messages	Subpart Reporting
Subpart A—General Information	View Messages	OPEN
Subpart DD—Electrical Transmission and Distribution Equipment Use	None	OPEN
Subpart OO—Suppliers of Industrial GHGs	View Messages	OPEN
Subpart QQ—Importers and Exporters of Fluorinated Greenhouse Gases Contained in Pre-Charged Equipment or Closed-Cell Foams	None	OPEN
Subpart UU—Injection of Carbon Dioxide	View Messages	OPEN

ADD or REMOVE Subparts

If all subparts are completed and Validation Messages addressed to your satisfaction, you are ready to prepare and submit an Annual Report.

SUBMIT ANNUAL REPORT

Report	Uploaded File Name	Status	Submitted Date	Certification Date
				GENERATE / RE-SUBMIT

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Once all the facility data is entered and complete, return to the facility overview screen to generate your facility annual report. This can be done by scrolling to the bottom of the facility overview screen and selecting Generate/Submit (or Re-submit) report.

Generating the Facility Annual GHG Report

The screenshot displays the EPA e-GGRT web application interface. At the top, the EPA logo and 'United States Environmental Protection Agency' are visible. The navigation menu includes 'HOME', 'FACILITY REGISTRATION', 'FACILITY MANAGEMENT', and 'DATA REPORTING'. The user is logged in as 'Hello, Marcus Palmer | My Profile | Logout'. The main content area shows a progress bar with three steps: 'Generate and Review' (selected), 'Certify and Send', and 'Confirmation'. Below the progress bar, the title is 'e-GGRT Greenhouse Gas Annual Report Submission (2011)'. A sub-section titled 'PRE-CERTIFICATION PREPARATION' explains that preparation includes generating and reviewing the report. A table below shows the report status:

Report	Status	Last Generated
2011 Annual Report	Not generated	

Below the table, there is a 'GENERATE REPORT' section with instructions and a 'GENERATE REPORT' button circled in red. A 'BACK' button is also visible at the bottom left of the main content area.

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This leads you to the screen shown here. On this screen select the Generate Report button. Once you select this button e-GGRT will take you through the necessary steps to generate, certify, and submit your report.

Please note that once a report is generated, you can still make changes to your submitted data, however in order for those changes to be carried through to your annual report that is submitted to EPA you will need to regenerate and resubmit the report.

e-GGRT Version & Screen Code



The screenshot shows the e-GGRT web application interface. At the top, there is a navigation bar with the EPA logo and the text "United States Environmental Protection Agency". The main header includes "e-GGRT Electronic Greenhouse Gas Reporting Tool" and a user greeting "Hello, Kong Chiu | My Profile | Logout". Below the header, there are several sections: "REGISTER A FACILITY" with a button, "YOUR FACILITIES:" with a table, "ACCEPT AN INVITATION:" with a form, and "e-GGRT Announcements". The table under "YOUR FACILITIES:" has the following data:

Facility or Supplier	Your Role
Chiu Demo Facility	DR

At the bottom right of the page, the text "e-GGRT RY2010.R.42 | UA1-2" is circled in green.

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If you experience problems or have questions when using e-GGRT, please refer to the e-GGRT Version number and Screen Code in any correspondence with our Help Desk. These can be found on the bottom right hand corner of every web-page within e-GGRT.

Confidential Business Information



- All elements included in e-GGRT are required reporting, as applicable
- e-GGRT reflects the final rule deferring the reporting deadline for inputs to emission equations for direct emitters (76 FR 53057, published Aug. 25, 2011)
- Data elements that have been determined to be CBI must be reported
- Reporting elements that have been determined to be CBI will be protected under the Clean Air Act (Sec. 114(c)) and EPA regulations (40 CFR Part 2)

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The Greenhouse Gas Reporting rule requires reporting from facilities that directly emit greenhouse gases to the atmosphere. The Clean Air Act precludes emissions data from being considered confidential business information.

EPA issued a proposed rule on January 10, 2012, which details data elements in Subpart DD proposed to be entitled to confidential treatment. Please refer to the CBI tab on EPA's Greenhouse Reporting Program homepage for more information.

Subpart DD: Deferred Data Reporting



- Data elements deferred for reporting deadline is March 31, 2013 (76 FR 53066; Aug. 25, 2011)
 - Sec. 98.306 Data Reporting Requirements
- Reporting required but “deferred” until 2013 reporting cycle
 - Keep in your records for easy access next year
- <http://www.epa.gov/ghgreporting/reporters/cbi/index.html>

Questions?



- e-GGRT Information & Help
 - <http://www.ccdsupport.com>
 - Email: GHGreporting@epa.gov
- GHG Reporting Rule Information & Help
 - <http://www.epa.gov/ghgreporting/reporters/index.html>
 - Email: GHGMRR@epa.gov
- Other Subpart DD resources
 - <http://www.epa.gov/ghgreporting/reporters/subpart/dd.html>

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We hope this overview has provided you greater familiarity with navigating and entering information using the e-GGRT reporting tool.

We plan to post this presentation to our Web site shortly – so it will be available to you to review and use for data entry in the future.

Here are some additional links