Electronic Greenhouse Gas Reporting Tool (e-GGRT)

Training Webinar: Overview of Reporting Year 2016
February 2017

Electronic Greenhouse Gas Reporting Tool (e-GGRT) Webinar

Will Start in approximately 1 minute

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.

Agenda

Reminders

What subparts have significant changes & where can I learn more?

Can I discontinue reporting & how do I notify EPA?

How should I report parent company data?

What are the new features in RY2016 e-GGRT?

Q & A

Reminders –
Key Dates

- **December 31st, 2016:** Reporting Year (RY) 2016 ended
- **January 1st, 2017:** RY2017 began
- **February 20th, 2017:** e-GGRT open for RY2016 data reporting
- **March 31st, 2017:** RY2016 Annual GHG Reports Due

Reminders –
Accessing e-GGRT

e-GGRT: https://ghgreporting.epa.gov/

Be sure you are using an up-to-date browser:

- Internet Explorer 11
- Firefox v27.0 (or above)
- Chrome v30.0 (or above)

More Information:

http://www.ccdsupport.com/confluence/display/help/System+Requirements

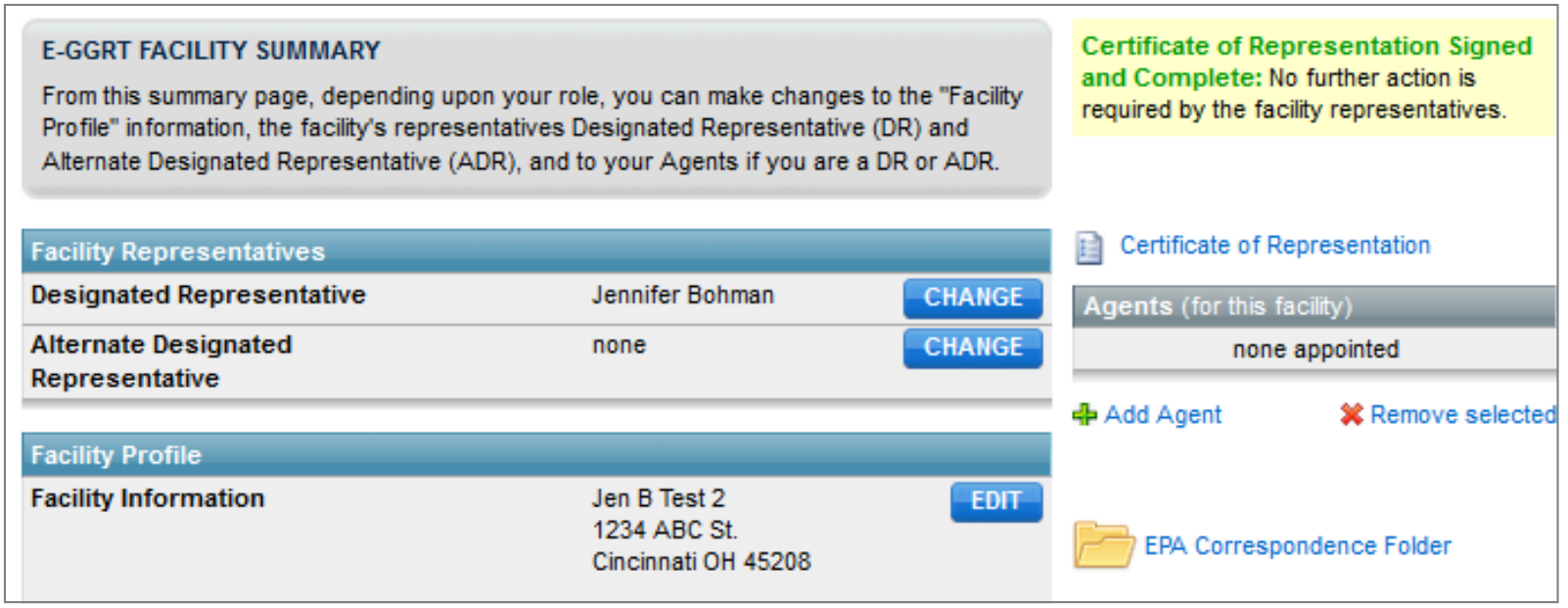
Reminders –
User Name and Password

E-GGRT passwords expire every 90 days. You will likely be prompted to reset your password when you log in. Click **USER NAME** if you forgot your user name. Click **PASSWORD** if you forgot your password.

Reminders –
Update DR, ADR, and Agents

Make sure that the roles for your facility or supplier are up to date.

Editing Designated Representatives (DRs) and Alternate Designated Representatives (ADRs):
http://www.ccdsupport.com/confluence/display/help/Changing%20DR%20and%20ADR
Editing Agents:
http://www.ccdsupport.com/confluence/display/help/Changing%20Agents



Reminders –
Reporting Forms

If your subparts enter data onto XLS based reporting forms, be sure to downloaded the most recent version before you begin preparing your report.

http://www.ccdsupport.com/confluence/display/help/Reporting+Form+Instructions#

Download Reporting Forms

Subpart	Reporting Forms (click to download)	Current Release
E - Adipic Acid Production	RY2010 - RY2016 now reported through e-GGRT Web forms Alternate_Method_Optional_App.pdf	
L - Fluorinated Gas Production	Subpart L Inputs Form for RY2015 - RY2016 Subpart L Form for Producers that Destroy F-GHGs (One Time Form) For prior year reporting forms click this link	R.4 R.01
R - Lead Production	Subpart R Reporting Form for RY2011 - RY2016 Subpart R Inputs Form for RY2014 - RY2016	R.02
S - Lime Manufacturing (CEMS only)	Subpart S Reporting Form (CEMS only) for RY2010 - RY2016	R.02
V - Nitric Acid Production	Subpart V Reporting Form for RY2011 - RY2016 Subpart V Inputs Form for RY2014 - RY2016 Alternate_Method_Optional_App.pdf	R.02
W - Petroleum and Natural Gas Systems	For RY16 submissions Subpart W Reporting Form for RY2016 *(revised 1/31)* Subpart W Supersize Reporting Form for RY2016 *(revised 1/31)* Both Subpart W Forms are functionally identical, except that the supersize form can support up to 1100 sub-basin or 5000 individual units. For prior year and deferred reporting forms click this link	 R.06 R.06

Reminders -
XML Schema

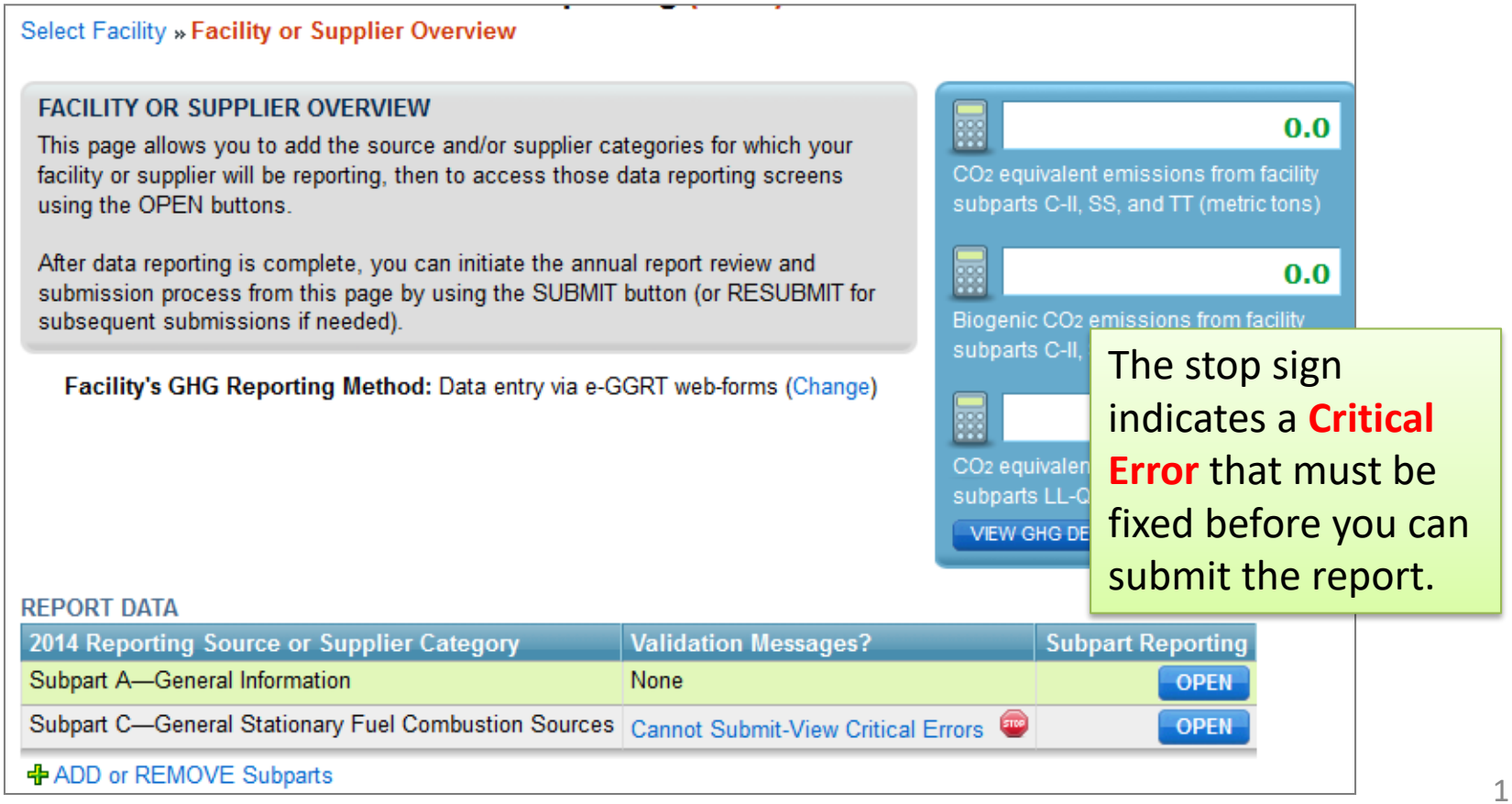
- XML Schema has changed since last year
- Current version of schema (v7.1) available at:

http://ccdsupport.com/confluence/display/help/XML+Reporting+Instructions

- XML Schema is Multi-Year
  - Version v7.1 must be used for all RY2016, RY2015, RY2014, RY2013, RY2012, or RY2011 reporting.
- See logs for details on changes for RY2016

Reminders -
Critical Errors

EPA has designated many data quality checks as "Critical Errors." You can see if your report has Critical Errors on the Facility or Supplier Overview page. Allow adequate time to correct these errors prior to submission.



The stop sign indicates a **Critical Error** that must be fixed before you can submit the report.

What subparts have significant changes for RY16?

Subpart W – Petroleum & Natural Gas Systems

Webinar: Wednesday, March 1st, 1 – 2 pm EST

Register & Learn More:

http://www.epa.gov/ghgreporting/training-and-testing-opportunities-ghg-reporting

Revisions to the GHG Reporting Rule; Final Rule

- **Final rule** published on December 9, 2016
  - 81 FR 89188
  - https://www.epa.gov/ghgreporting/rulemaking-notices-ghg-reporting
- Covered revisions to 30 subparts to:
  - Streamline implementation and reduce burden
  - Improve data quality; provide useful data for GHG Inventory
  - Better reflect industry processes and emissions
  - Improve rule understanding via clarifications and corrections
- Phase in implementation over 3 years
  - January 1, 2017 – January 1, 2019
  - Effective dates specified in the FR notice

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Revisions effective January 1, 2017

- **Subpart A** – General Provisions
  - Clarify opportunities to stop reporting
    - If all covered processes cease to operate or facility no longer meets "Definition of Source Category" in a subpart
    - Underground coal mines can stop reporting if abandoned and sealed
  - Clarify the need to resubmit a report in which there were substantive errors only within the time period required to maintain records
    - 3 or 5 years depending on whether facility uses iVT
- **Subpart I** – Electronics Manufacturing
  - Revisions to Equation I-24
  - Additions/clarifications to Triennial Technology Report (1st one submitted with RY2016 reports)
  - Edits to Tables I-3 and I-4 (to fix typos)

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Revisions effective January 1, 2017

- **Subpart FF** – Underground Coal Mines
  - Incorporates the latest version of the MSHA Handbook (Handbook Number PH16-V-1) for use when taking samples and measurements.
  - Applies to measurements taken during Calendar Year 2017, (affecting data in RY2017 reports which are submitted to EPA in March of 2018).

- **Subpart HH** – MSW Landfills
  - Removed requirement to report surface area by cover type
    - Still need to report cover types and **total** surface area
  - Removed 24-inch soil cover requirement for using higher oxidation fractions, instead require at least intermediate or interim soil cover (Table HH-4)
  - Added definitions of **final cover**, **intermediate** or **interim cover**, and **passive vent** for clarity

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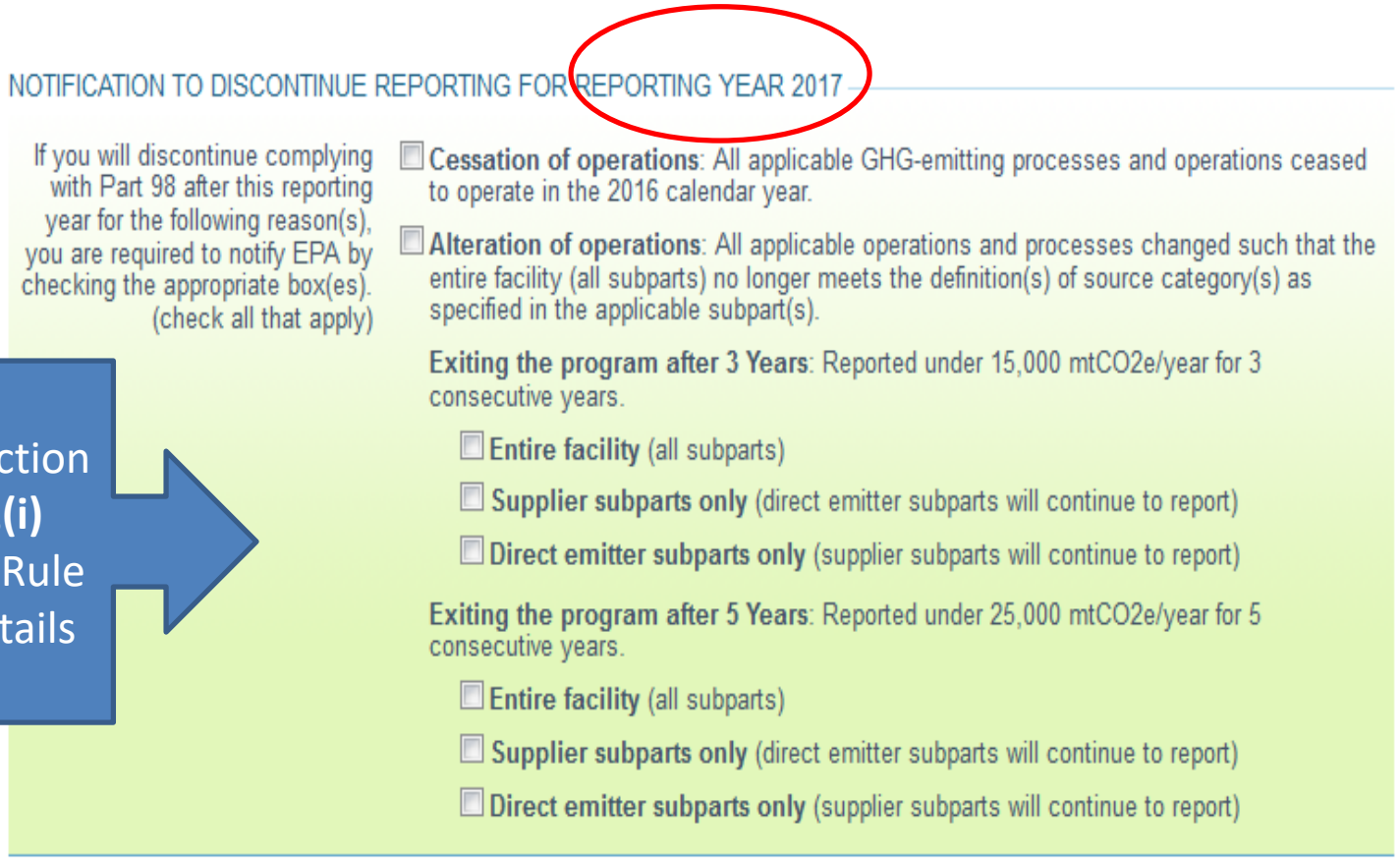
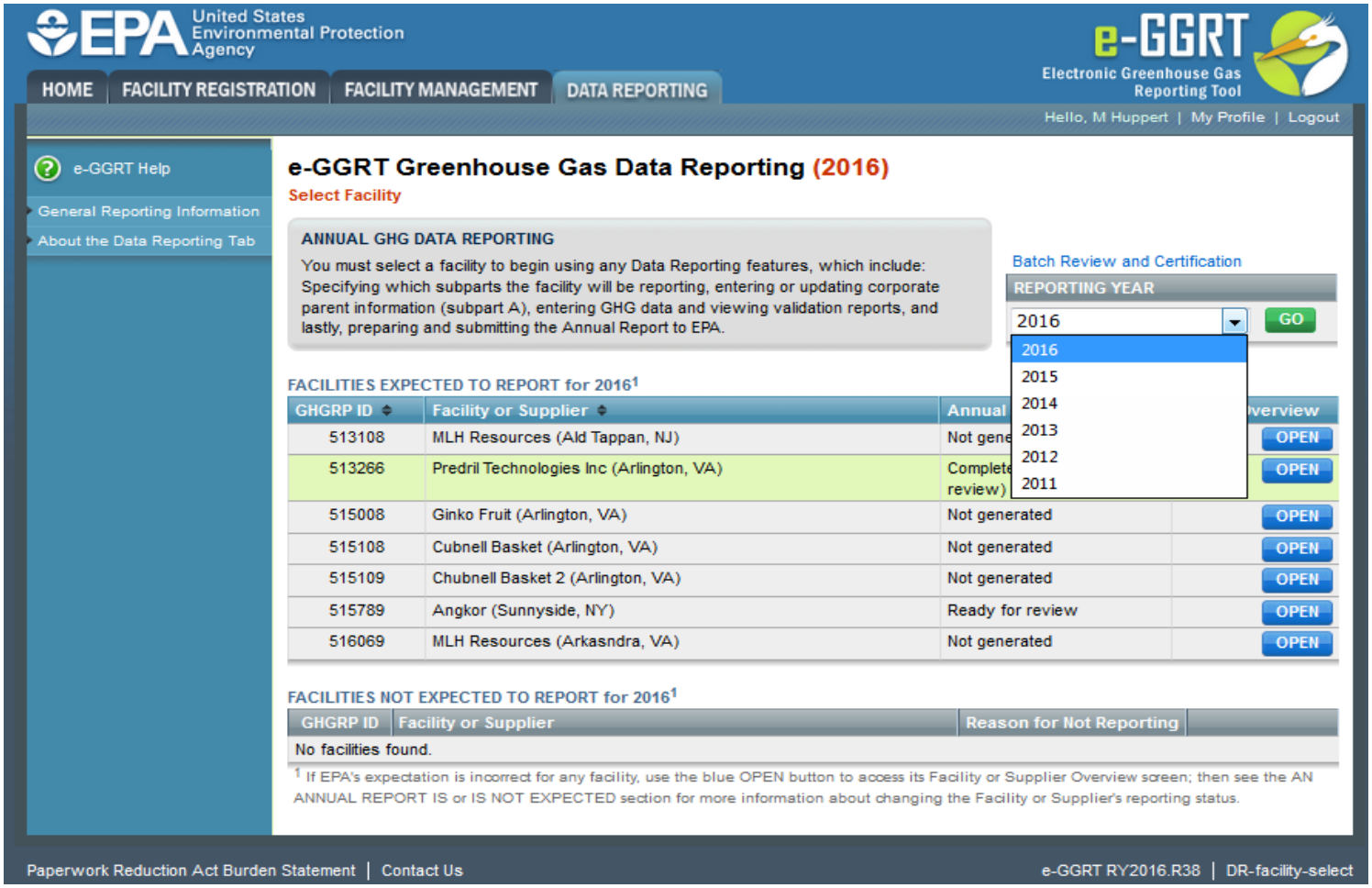
How Do I Notify EPA That I Will Discontinue Reporting?

If 2016 will be your last submission: At the bottom of the Facility Overview page, select the correct box(es) and click **SAVE**.



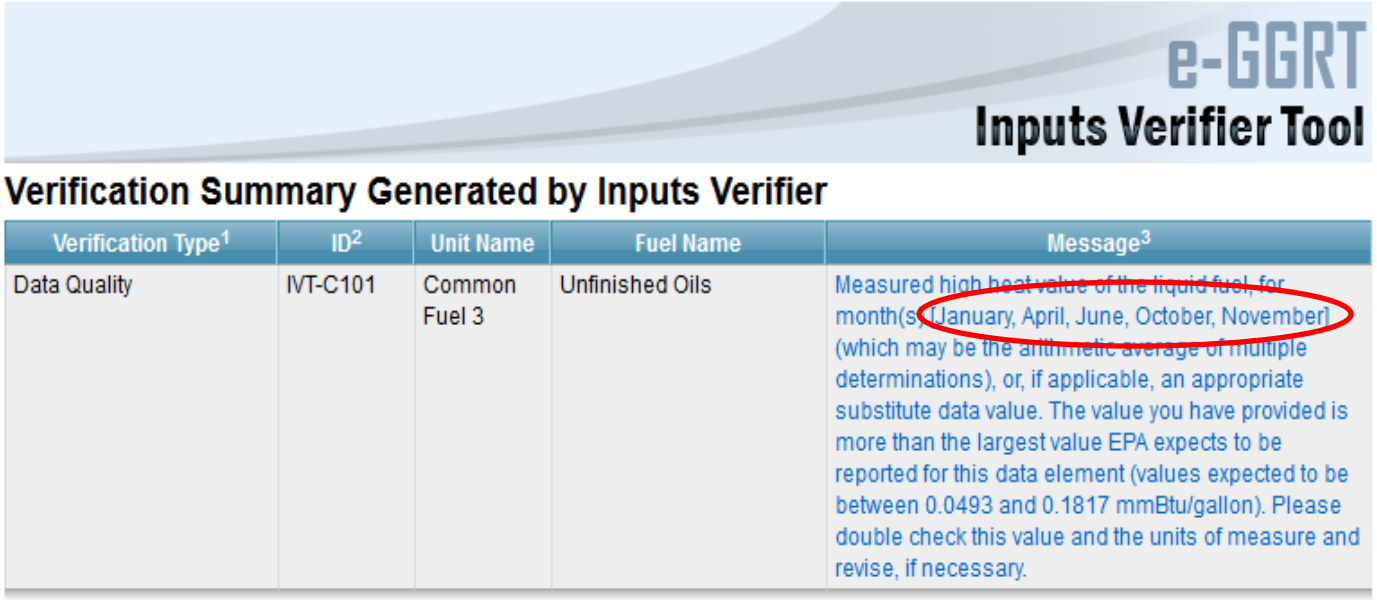
See Section **98.2(i)** of the Rule for details

New Feature- Sunsetting of RY2010



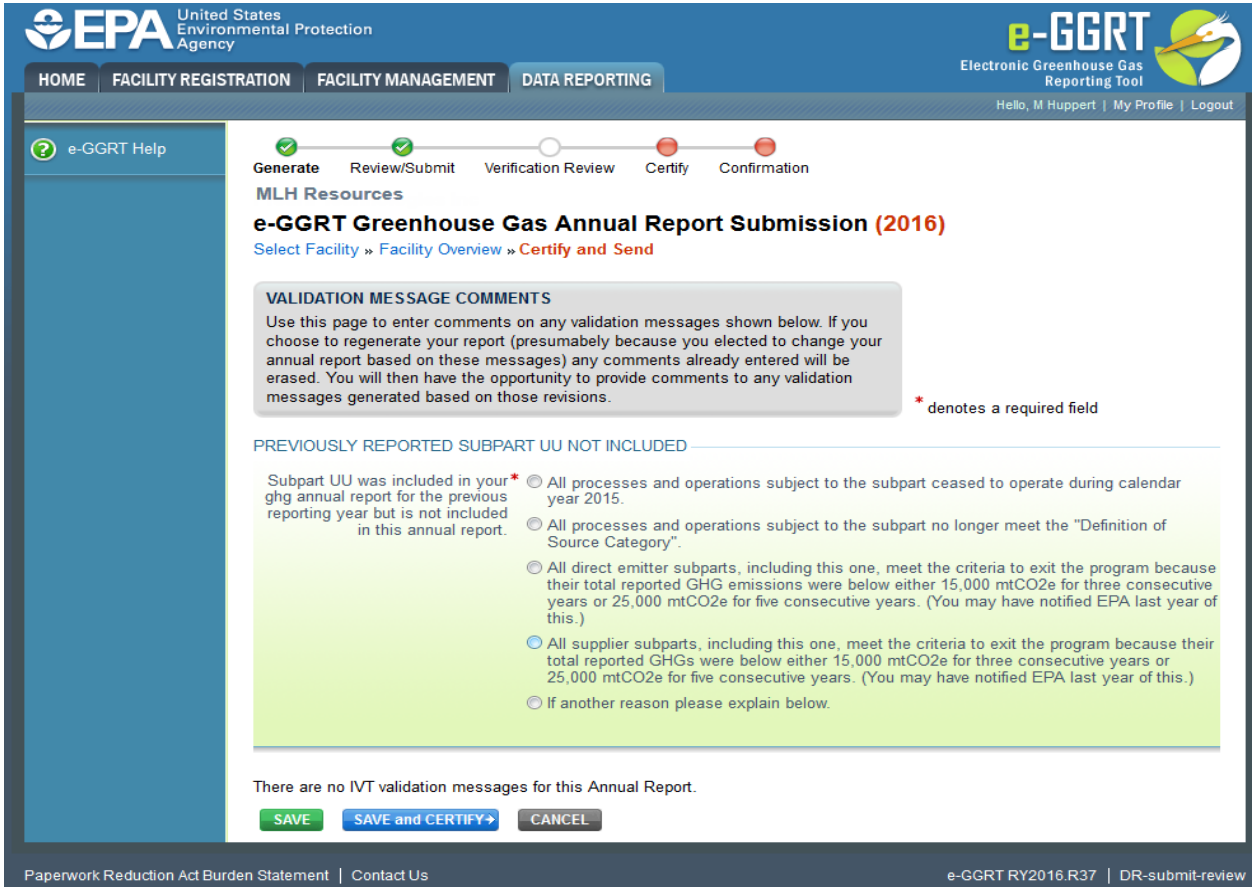
New Feature Validation- Consolidated Validation Message

One improvement in our validation process this year is consolidation of validation messages. Where in prior years you would see repeating messages for each month or quarter that suffered a particular data quality issue. We've consolidated those repetitious messages where possible as shown below:



New Feature- Dropping a Subpart

New step you may encounter after you click the Submit Button. If your RY16 report does not include a subpart which was reported in RY15 you must provide the information on the following screen before submitting:

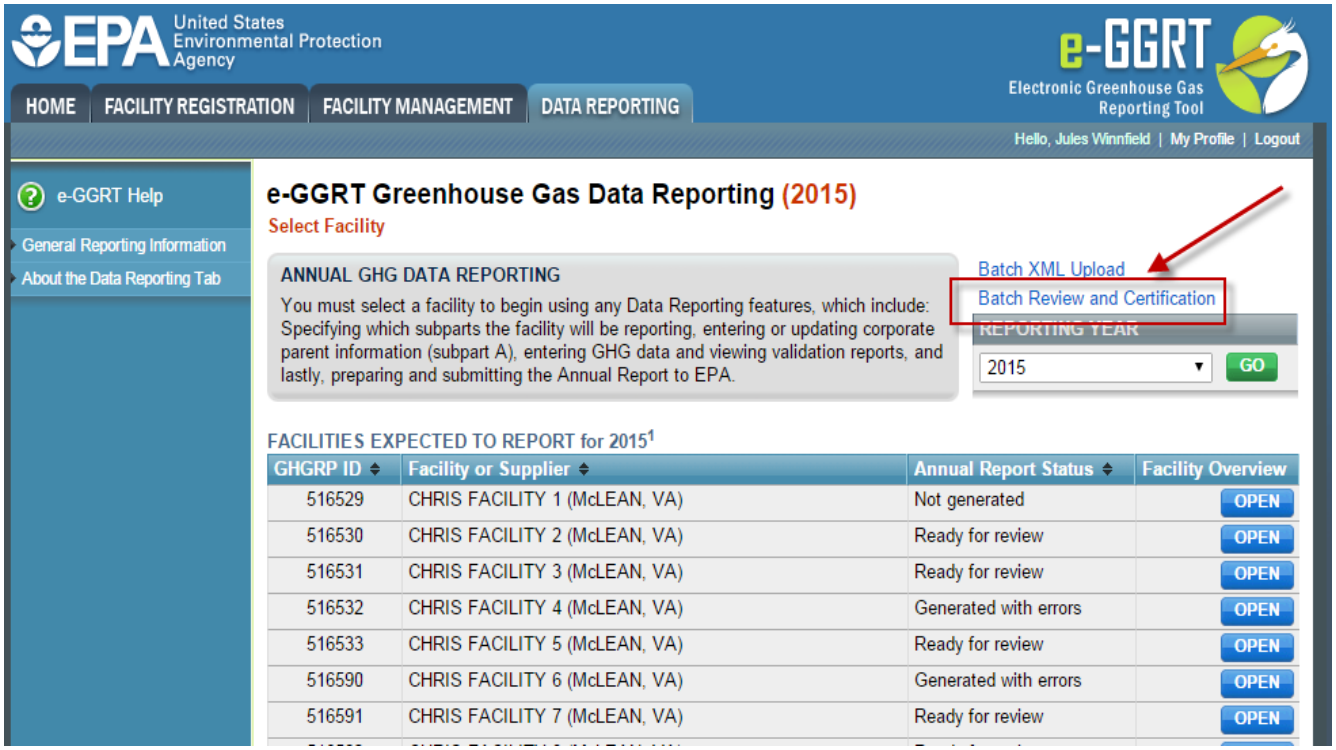


New Feature- Subpart I Triennial Technology Assessment Report Upload

Triennial Technology Assessment Reports are due with by 3/31/2017. For more information please visit:
https://ccdsupport.com/confluence/display/help/Using+e-GGRT+to+Prepare+Your+Subpart+I+Report

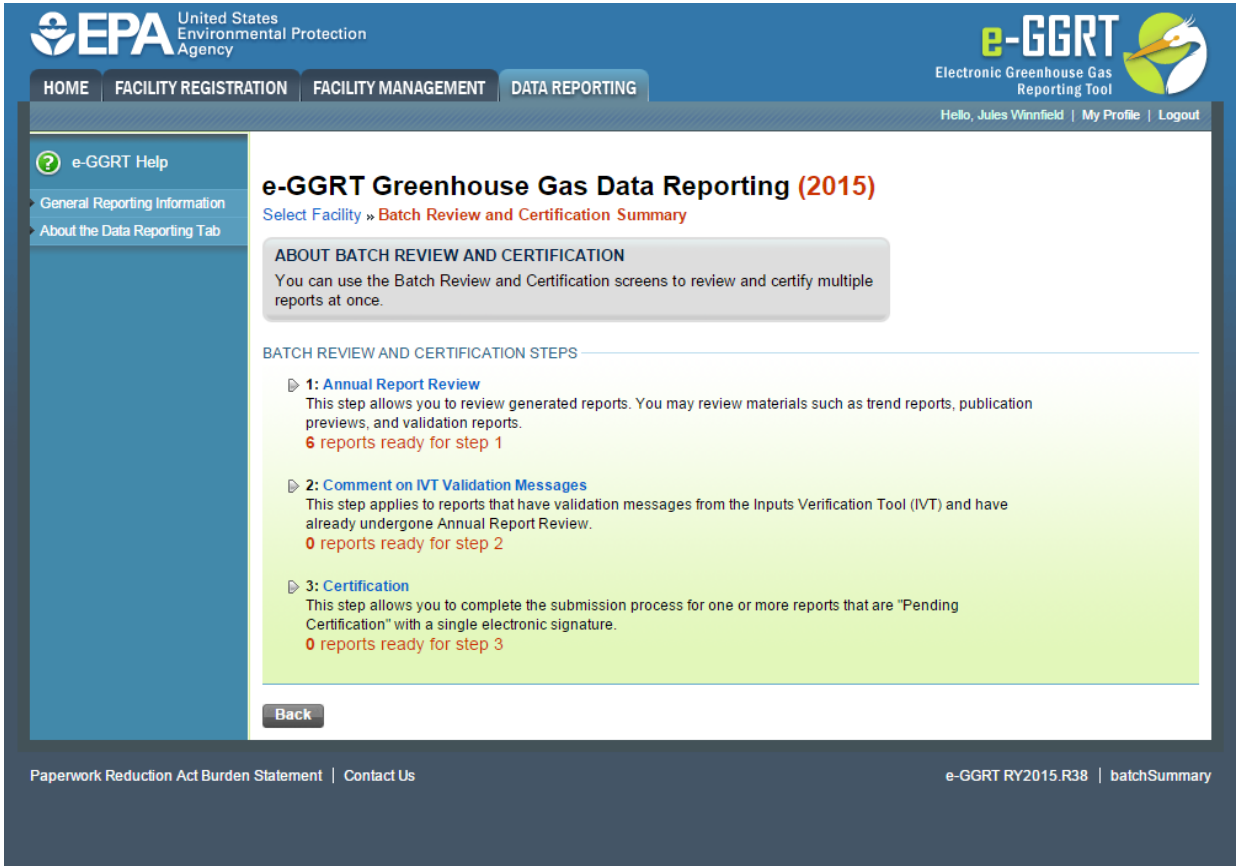
What is the batch review & certification module?

Many e-GGRT users certify and submit reports for multiple facilities. The **BATCH REVIEW AND CERTIFICAION** link will only appear for any user with 3 or more facilities. Following data entry and report generation, you have the option to use this new module to streamline report submission.



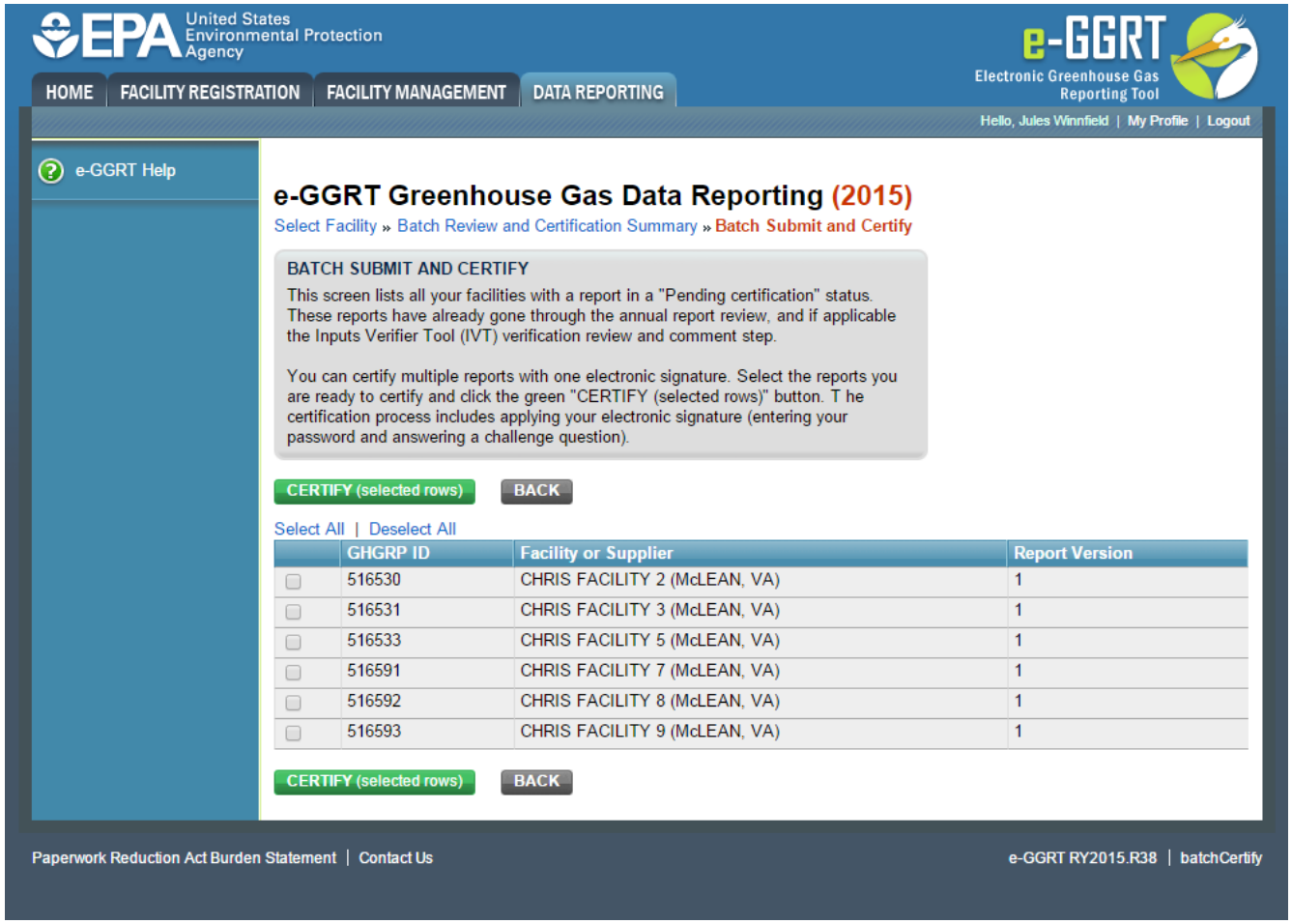
What is the batch review & certification module? (Continued)

The module contains the same steps and information as the standard submission module. However, it compiles the information in one place so that you can move through the process more quickly. Each report will need to proceed through each of these 3 steps.



What is the batch review & certification module? (Continued)

Step 3: Certification. Check the boxes for the facilities where you are ready to certify the report. Then, click the green **"CERTIFY"** button.



Questions?

e-GGRT:

https://ghgreporting.epa.gov/

GHG Reporting Program (GHGRP) Help Desk:

Website: http://ccdsupport.com

Email: GHGreporting@epa.gov

Web: http://www.epa.gov/ghgreporting/forms/contact-us-about-ghg-reporting

Telephone:

1-877-444-1188 (toll free)
1-703-676-4400 (outside U.S.)

As a reminder, please do not submit sensitive or business confidential information to the helpline.