

Methane Challenge: e-GGRT Registration Tutorial & BMP Reporting Forms Overview



March 23, 2017

Webinar Audio Instructions

- ▶ You are in listen-only mode (muted).
- ▶ All attendees will be muted upon entering the webinar to minimize background noise.
- ▶ Please type questions into the chat box on the lower right-hand side of your screen. We will have a dedicated time for Q&A at the end of the presentation.

Outline

- ▶ Methane Challenge Program Overview
- ▶ Review of Annual Reporting Process
- ▶ Program Benefits
- ▶ e-GGRT Methane Challenge Partner Registration Process
- ▶ BMP Commitment Option Reporting Forms
 - ▶ Key Updates
 - ▶ Functionality/Conditional Formatting
- ▶ Q&A

Methane Challenge Program Overview

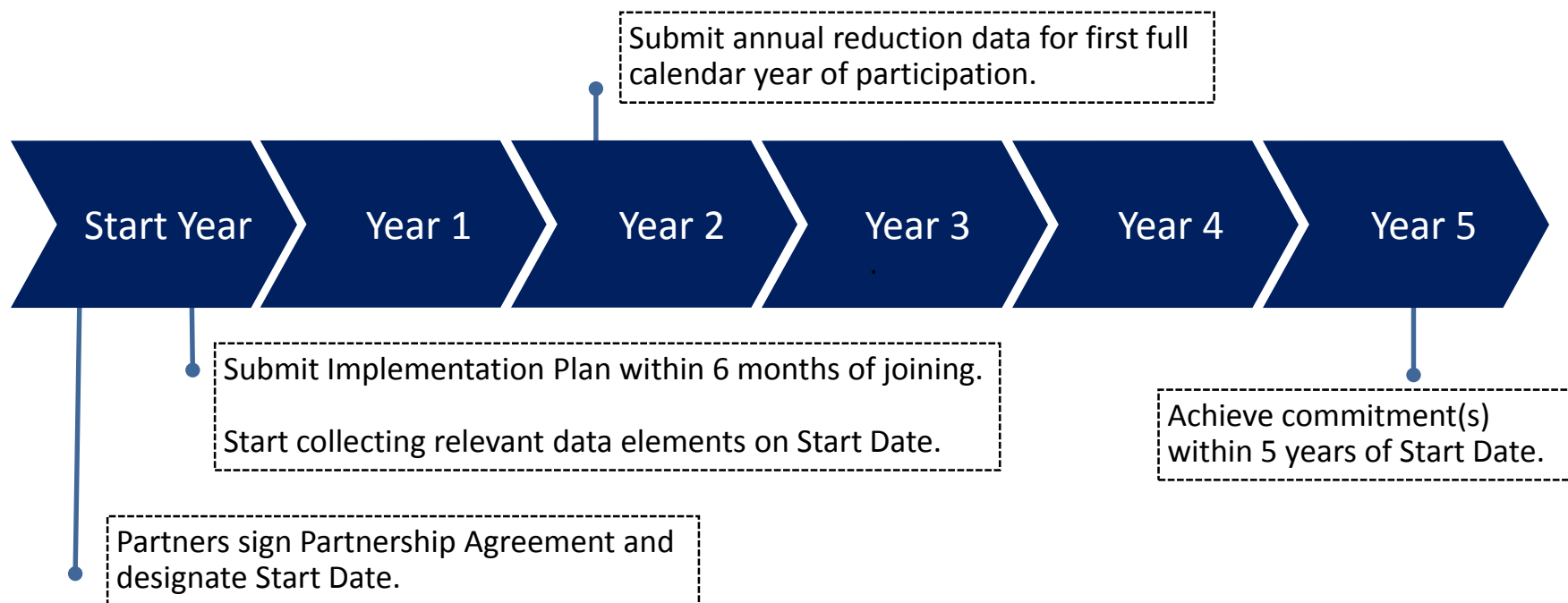
- ▶ Methane Challenge expands the Natural Gas STAR Program
 - ▶ Specific, ambitious commitments
 - ▶ Transparent reporting process, through e-GGRT
 - ▶ Company-level recognition of commitments and progress
- ▶ To enhance flexibility, EPA offers two commitment options:
 - ▶ Best Management Practice (BMP) Commitment
 - ▶ ONE Future Emissions Intensity Commitment
- ▶ The program covers onshore oil production and the entire value chain from onshore production through natural gas distribution
- ▶ Program launched with 41 founding partners March 30, 2016
 - ▶ Currently has 51 BMP partners and four ONE Future partners

Next Steps for New Partners

- ▶ Implementation Plans are due within six months of joining the Program
 - ▶ Implementation Plan Guidelines are on the Program website:
<https://www.epa.gov/natural-gas-star-program/methane-challenge-program-implementation-plan-guidelines>
- ▶ Partners have the opportunity to create a Historical Actions Fact Sheet that provides information on historical methane reduction actions taken prior to joining Methane Challenge
- ▶ We anticipate 2018 reporting from partners for data collected during calendar year 2017 (after first full calendar year of participation)
 - ▶ In response to feedback received, intend to test the reporting process this year through a pilot phase with 5-8 companies to collect optional, partial-year data.
 - ▶ Will use this opportunity to continue to refine and improve upon the data collection process and seek feedback on the resulting recognition/data displays using actual company data.

Methane Challenge Partnership Timeline

Ongoing: Partners create and implement strategies and processes for meeting commitments. As progress is made, evaluate adoption of additional commitments.



Annually: Partners collect and submit emission and reduction data each Spring. EPA posts progress of partner commitment(s) on website each Fall.

Methane Challenge Annual Reporting

- ▶ EPA will use GHGRP Subpart W data, plus non-confidential supplemental data provided by partners, to track progress in meeting source-specific commitments under the Methane Challenge Program
 - ▶ Data will be reported at the facility level, in line with Subpart W facility definitions
- ▶ EPA aims to minimize the reporting burden so Partner companies can focus resources on the implementation of methane-reducing activities
 - ▶ Plan to pre-populate Subpart W data onto the BMP Methane Challenge Reporting Forms, as applicable
- ▶ Partner companies will start collecting data on designated Start Date (within six months of joining program)
 - ▶ Full calendar year data will be most valuable to tracking Program progress

Benefits and Considerations

- ▶ Methane Challenge offers the opportunity for partner companies to transparently demonstrate progress on specific commitments and comprehensive action to address methane emissions through a widely recognized Program.
- ▶ Partner companies will adopt cost efficient best management practices and technologies that will reduce product loss and increase safety, and be recognized at the company level on the progress on their commitments.
- ▶ Through the continuous improvement mechanism, partner companies have the opportunity to propose additional emission sources of interest and/or new BMPs for inclusion into the Program.



Overview of Methane Challenge Registration

- ▶ Implementation Manager (IM) receives email “invitation” to register
 - ▶ Requires an e-GGRT user account so e-GGRT new user registration may be required
- ▶ Login to e-GGRT
- ▶ Accept invitation
- ▶ Management of Partner and Facility Data
- ▶ Delegation by IM to other individuals





Email Invitation to Register



Mon 3/20/2017 2:21 PM

test@ccdsupport.com

Methane Challenge Program: Accept your role as Implementation Manager for {facility.name}

A Notice from EPA's electronic Greenhouse Gas Reporting Tool (e-GGRT)

You have been identified as the Implementation Manager for STAR Natural Gas Company

Your Assigned Methane Challenge Partner ID is: 9999007

The Natural Gas STAR Methane Challenge Program is a flexible, voluntary partnership between the U.S. Environmental Protection Agency (EPA) and oil and gas companies. The Methane Challenge annual reporting form for the Best Management Practice (BMP) Commitment is available on the e-GGRT website and must be completed and submitted using the e-GGRT system. Registration is currently available, however, e-GGRT will begin accepting the reporting form on May 31, 2017.

*** Below are instructions for accessing the Methane Challenge section of the e-GGRT system. ***

NOTE: If you are not a current e-GGRT user you will first need to create a user account. If you do not have an e-GGRT user account, go to [http://www.epa.gov/e-ggrrt](#) and click the NEW USER REGISTRATION button on the login page to begin. Please note that you will need to sign an electronic signature agreement (ESA) and send it to the Help Desk prior to completing the user registration process. ESA processing can take up to 7 days, so you are encouraged to begin the process of registering a new account immediately upon receipt of this e-mail.

Once you are a registered e-GGRT user, follow these steps to accept this assignment:

1) Login to e-GGRT at [http://www.epa.gov/e-ggrrt](#)

2) On the homepage, find the "Accept an Invitation" panel, then copy and paste the following Invitation Code in the field provided. If your Electronic Signature and Use Agreement (ESA) for e-GGRT has not been submitted and approved, you will not be able to view the panel. Once your ESA has been received and approved (you will be notified by email when it is approved), the panel will be visible.

Invitation Code: GBLNY-00UHX

3) Click the Go button to open the Accept Assignment screens.


4) Follow the instructions on the screen to complete the acceptance process.

If you believe you received this message in error, or have questions, please contact the Help Desk: [http://ccdsupport.com/ContactUs/HelpDesk/Contact-the-help-desk](#)


This email sent from the Methane Challenge TEST environment [http://www.epa.gov/e-ggrrt](#)

e-GGRT Login Page





United States
Environmental Protection
Agency

e-GGRT
Electronic Greenhouse Gas
Reporting Tool

 e-GGRT Help

Login to e-GGRT

Welcome to EPA's electronic Greenhouse Gas Reporting Tool

About e-GGRT

E-GGRT supports facility and supplier reporting for the [EPA Greenhouse Gas Reporting Program](#). The rule requires electronic reporting of greenhouse gas (GHG) emissions from large sources and suppliers in the United States.

[Additional information on e-GGRT.](#)

Warning Notice

In proceeding and accessing U.S. Government information and information systems, you acknowledge that you fully understand and consent to all of the following: 1. you are accessing U.S. Government information and information systems that are provided for official U.S. Government purposes only; 2. unauthorized access to or unauthorized use of U.S. Government information or information systems is subject to criminal, civil, administrative, or other lawful action; 3. the term U.S. Government information system includes systems operated on behalf of the U.S. Government; 4. you have no reasonable expectation of privacy regarding any communications or information used, transmitted, or stored on U.S. Government information systems; 5. at any time, the U.S. Government may for any lawful government purpose, without notice, monitor, intercept, search, and seize any authorized or unauthorized communication to or from U.S. Government information systems or information used or stored on U.S. Government information systems; 6. at any time, the U.S. Government may for any lawful government purpose, search and seize any authorized or unauthorized device, to include non-U.S. Government owned devices, that stores U.S. Government information; 7. any communications or information used, transmitted, or stored on U.S. Government information systems may be used or disclosed for any lawful government purpose, including but not limited to, administrative purposes, penetration testing, communication security monitoring, personnel misconduct measures, law enforcement, and counterintelligence inquiries; and 8. you may not process or store classified national security information on this computer system.

e-GGRT LOGIN

User Name:

Password:

LOGIN

**FORGOT YOUR USER NAME?
FORGOT YOUR PASSWORD?**

New e-GGRT Users Must Register

New users must complete a one-time registration process. After establishing a user account you can register your facility.

NEW USER REGISTRATION

You are already registered if...

You have a CDX Account


If you have an existing CDX Web account, log in above with your CDX User Name and Password and complete an abbreviated e-GGRT registration process.

EPA Home | Privacy and Security Notice | Contact Us


e-GGRT RY2016.R44 | UA1-1

e-GGRT Home Page (Paste Invitation Code)




**EPA** United States Environmental Protection Agency

e-GGRT
Electronic Greenhouse Gas Reporting Tool



HOME FACILITY REGISTRATION FACILITY MANAGEMENT

Hello, Mia Wallace | My Profile | Logout


 e-GGRT Help

About e-GGRT Home

REGISTER A FACILITY

ACCESS YOUR FACILITIES:

GHGRP ID ▾	Facility or Supplier ▾	Your Role ▾
No Registered Facility		

 **ACCEPT AN INVITATION:**

Use a 1-time Invitation Code?

Paste an Invitation Code into the field, then click 'GO'. (If you have already used a code to accept a role at a facility, you may access that facility from the list to the left.)


GO

Paperwork Reduction Act Burden Statement | Contact Us

e-GGRT RY2016.R44 | UA1-2

Accept your role as Implementation Manager





United States
Environmental Protection
Agency

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[? Methane Challenge Help](#)

STAR Natural Gas Inc

ACCEPT INVITATION

Please review the information below and indicate if you accept the role of Implementation Manager for the reporting entity listed.

* denotes a required field

You have been identified by EPA as the **Implementation Manager** for the following Methane Challenge Partner:

STAR Natural Gas Inc
1200 Pennsylvania Dr
Washington , DC 20004

Do you accept this role? * ☐ Yes ☐ No

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MCR R.0 | FM-5

Methane Challenge Home Page



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Help

ACCESS YOUR METHANE CHALLENGE PARTNERS:

MC Partner ID	Partner	Your Role		
9999006	STAR Natural Gas Inc	IM	MANAGE	REPORT

ACCEPT AN INVITATION:

Use a 1-time Invitation Code?

Paste an Invitation Code into the field, then click 'GO'. (If you have already used a code to accept a role at a facility, you may access that facility from the list to the left.)

 [GO](#)

Need to register a facility for the
Greenhouse Gas Reporting Program
(40 CFR Part 98)?

[Go to e-GGRT for GHG Reporting](#)

[Paperwork Reduction Act Burden Statement](#) | [Contact Us](#)

[MCR R.0](#) | [MCR Home](#)

Partner Management Page (with Facility List)



HOME **PARTNER MANAGEMENT** DATA REPORTING



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STAR Natural Gas Inc

[Home](#) » [Partner Summary](#)

METHANE CHALLENGE PARTNER SUMMARY

From this summary page, depending upon your role, you can make changes to the "Partner Profile" information and to your Delegates if you are an RI.

Partner Representatives

Implementation Manager Mia Wallace

Delegates (for this partner)

none appointed

Partner Profile

Partner Information STAR Natural Gas Inc
1200 Pennsylvania Dr
Washington DC 20004

[EDIT](#)

[+ Add Delegate](#)

[✗ Remove selected](#)

PARTNER FACILITIES

Facility ID	GHGRP ID	Facility Name	Facility Address	Industry Segment		
00001	500000	Centerville Compressor Station	123 Highway 95 Centerville, OK	Onshore Natural Gas Transmission Compression	EDIT	✗
00002	500010	Central South Station - STAR Natural Gas Inc	3248 Central Avenue Central South, OK	Onshore Natural Gas Transmission Compression	EDIT	✗
00003	500020	Northern Compressor Station	1001 Shore Drive Northern, TX	Onshore Natural Gas Transmission Compression	EDIT	✗
00004	500030	Northern Station - STAR Natural Gas	2406 Underway Road Northern, TX	Underground Natural Gas Storage	EDIT	✗

[+ ADD a Facility](#)

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MCCR 0.0 | [Partner Summary](#)

Delegate Access to One or More Individuals



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? Methane Challenge
Help

STAR Natural Gas Inc

[Partner Summary](#) » [Add a Delegate](#)

ADD A DELEGATE FOR THIS PARTNER

Create a new Delegate : Create a new Delegate by entering their name, phone and email address. As a Implementation Manager you may have one or more Delegates at each partner.

* denotes a required field

COMPLETE THE DELEGATE INVITATION

Enter the Delegate's information in the form below and click the CONTINUE button. Methane Challenge will send the Delegate an email invitation with instructions on how to login and accept the new role.

Once this person becomes a Delegate, they will have access to all Methane Challenge data for this partner, which may include sensitive business information.

NEW DELEGATE

First Name *	<input type="text"/>
Last Name *	<input type="text"/>
Phone *	<input type="text"/>
Email *	<input type="text"/>
Re-enter Email *	<input type="text"/>

[CONTINUE](#)

[CANCEL](#)

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[MCR R.0](#) | [FM2-1](#)

BMP Reporting Forms: Key Updates

- ▶ Shared draft forms with stakeholders for review last Fall
- ▶ Received six sets of comments from partners/trade organizations
- ▶ Main changes
 - ▶ Aligned excavation damages reporting elements with Common Ground Alliance elements, removing the following duplicative and not pertinent data, and ultimately reducing burden:
 - Other Outside Force Damage
 - Pipe, Weld or Joint Failure
 - Damages on pipelines/facilities w/ supervisory control and data acquisition (SCADA)
 - Incorrect Operation
 - “Data not collected” elements
 - Equipment Failure
 - ▶ Links to applicable methodologies added for ease of reference
 - ▶ Clarifications regarding cast iron/reconditioned cast iron mains & services terminology to align with Pipeline and Hazardous Materials Safety Administration reporting categories

BMP Reporting Forms: Key Updates

▶ Functionalities

- ▶ Methane Challenge IDs and GHGRP IDs
 - Pre-populating subpart W data into Methane Challenge Form
- ▶ Segment/Source conditional formatting
- ▶ Ex: Transmission and Storage Reciprocating Compressor Form
- ▶ “Tooltips” appear when certain fields are selected

▶ Additional Information Field

- ▶ Opportunity for reporting optional, qualitative information that was not covered in the above data elements which communicates progress on the applicable commitment.
- ▶ If pre-populated data from Subpart W report requires updating, this should be noted in this field, as well.



BMP Reporting Forms: Functionality

Report Year

2016

Last Updated: 3/14/2017
Version: R.1

Partner Name

Please select partner name

Facility Name

Industry Segment

- ☐ Gathering and Boosting
- ☐ Transmission and Storage
- ☐ Distribution

Participating Sources

- ☐ Blowdowns
- ☐ Mains- Cast Iron and Unprotected Steel
- ☐ Services- Cast Iron and Unprotected Steel
- ☐ Excavation Damages
- ☐ Reciprocating Compressors - Rod Packing Vent
- ☐ Centrifugal Compressors - Venting
- ☐ Pneumatic Controllers

Methane Challenge Partner ID

MC1234

Assigned Methane Challenge Partner ID Number are unique to each partner. Each reporting facility under the Partner should use the same Methane Challenge Partner ID Number.

Methane Challenge Facility ID Number

5678

Assigned Methane Challenge Facility ID Number is unique to each facility. Each reporting facility for a Partner should have a unique Methane Challenge Facility ID Number.

GHGRP ID Number*

123546

< A 6-digit number, not beginning with 'MC', indicates that this facility
< also reported through the GHGRP. On all subsequent tabs, fields
< shaded in grey represent information have been pre-populated with
data submitted to GHGRP. Therefore, when completing these forms,
those fields will be locked to prevent changes and you may skip
fields that are shaded in grey.

*For facilities that have been reported through the Greenhouse Gas Reporting Program (GHGRP), the GHGRP ID number should be the six-digit GHGRP ID. For those facilities that are not reported to GHGRP, please leave this field blank.

Facility Info

Dist - Blowdowns

Trans - Blowdowns

Dist - Mains

Dist - Services

Dist - Excavation

T&S

BMP Reporting Forms: Functionality

Based on your commitment, please fill out all of the fields below. Hitting the tab key after data entry will automatically take you to the next data-entry field.

For additional information about the data being requested, and for further detail on quantification methodologies, please refer to the ["BMP Commitment Distribution Segment Supplementary Technical Information"](#) document found on the Methane Challenge website.

Partner Name	Facility Name	Report Year
Please select partner name		2016

Distribution Mains - Cast Iron and Unprotected Steel¹

	Total miles of distribution mains	Annual CH ₄ emissions (mt CH ₄)
Distribution Mains, Gas Service - Unprotected Steel		
Distribution Mains, Gas Service - Protected Steel		
Distribution Mains, Gas Service - Plastic		
Distribution Mains, Gas Service - Cast Iron		
Distribution Mains, Gas Service - Reconditioned Cast Iron (with cured-in-place liners)		
Distribution Mains, Gas Service - Unprotected Steel with cured-in-place liners		

See [Table W-7 to Subpart W of Part 98 - Default Methane Emission Factors for Natural Gas Distribution](#), for EFs by line material

Voluntary Actions Taken to Reduce Methane Emissions in 2016

Miles of cast iron mains:	
Replaced with plastic	
Replaced with protected steel	
Rehabilitated with cured-in-place liners	
Miles of unprotected steel mains:	
Cathodically protected or replaced with protected steel	

BMP Reporting Forms: Functionality

Based on your commitment, please fill out all of the fields below. Hitting the tab key after data entry will automatically take you to the next data-entry field.

For additional information about the data being requested, and for further detail on quantification methodologies, please refer to the ["BMP Commitment: Onshore Production, Gathering and Boosting, Processing, and Transmission and Storage Supplementary Technical Information"](#) document found on the Methane Challenge website.

Partner Name	Facility Name	Report Year
Please select partner name		2016

This source is not required to be reported for the industry segment selected

Transmission Pipeline Blowdowns between Compressor Stations¹

Quantification Method	Equipment or event type	Total number of blowdowns	Total CH ₄ emissions (mt CH ₄)
Subpart W Method 1, based on volume, temperature, and pressure	Pipeline integrity work (e.g., the preparation work of modifying facilities, ongoing assessments, maintenance or mitigation)		
	Traditional operations or pipeline maintenance		
	Equipment replacement or repair (e.g., valves)		
	Pipe abandonment		
	New construction or modification of pipelines including commissioning and change of service		
	Operational precaution during activities (e.g. excavation near pipelines)		
	All other pipeline segments with a physical volume greater than or equal to 50 cubic feet		
Subpart W Method 2, based on measurement	Calculated using flow meter		

Voluntary Actions Taken to Reduce Methane Emissions in 2016

Total number of blowdowns	
Number of blowdowns that routed gas to:	

Questions?

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