Heavy-Duty Highway Trailers Verify Certification Module

Manufacturer Testing Information Meeting

June 7, 2017

Agenda

- Introduction
- User Registration Process
- Submitting Certification Information
  - Logging into CDX
  - MyCDX
  - Maintaining Manufacturer Information
  - Submitting Certification Data
  - MyCDX Inbox
  - Uploading Certification Documents
- Using the Request for Certificate (RFC) Module
  - Prerequisites for Requesting a Certificate
  - Submitting a Request for Certificate (RFC)
  - Submitting a Request for CSI Update (RUC)
  - Deleting a Request
- Testing and Deployment Information
- Questions

User Registration Process

Preparing to Use the Production System

- There are two parts to obtain access to Verify
  - Part 1: Company registration
    - Obtain a 3-character manufacturer code
    - Go to https://www.epa.gov/vehicle-and-engine-certification/company-registration-verify-system for instructions
  - Part 2: Account setup
    - Establish Verify users
    - Go to https://www.epa.gov/vehicle-and-engine-certification/account-setup-verify-system for instructions

Preparing to Use the Production System Certification Roles for Each Company

Functional Roles	Description
Company Authorizing Official (CAO)	Identifies, vouches for, and manages the "Verify Submitters" and "CROMERR Signers"
CROMERR Signer	Takes legal responsibility for all of the information used as the basis for a request for certificate
Verify Submitter (displayed as the Industry/Module name)	Submits certification and compliance information to Verify (not including certificate requests)
Additional Roles	**Description**
Maintain Manufacturer Information	Provide updates to industries, addresses, contacts, test labs and other manufacturer information
Upload Compliance Documents	Submit non-certification compliance documents

Preparing to Use the Production System
Establish a Company Authorizing Official (CAO)

- To establish a CAO you must submit:
  - Sponsor letter for the Verify CAO
  - Electronic Signature Agreement (ESA) for the Verify CAO
  - Verify User Registration Information spreadsheet
- Links to templates can be found here:
  - CAO Sponsor letter: https://www.epa.gov/vehicle-and-engine-certification/sponsor-letter-verify-company-authorizing-official-cao
  - CAO ESA: https://www.epa.gov/vehicle-and-engine-certification/electronic-signature-agreement-esa-verify-company-authorizing
  - User Registration Information: https://www.epa.gov/vehicle-and-engine-certification/information-spreadsheet-verify-user-registration

Preparing to Use the Production System
Establish CROMERR Signer(s)

- To establish CROMERR signer(s)you must submit:
  - Sponsor letter signed by the CAO
  - Electronic Signature Agreement (ESA) for the CROMERR Signer
  - Verify User Registration Information spreadsheet
- Links to templates can be found here:
  - Sponsor letter: https://www.epa.gov/vehicle-and-engine-certification/sponsor-letter-verify-submitter-and-cromerr-signer
  - CROMERR Signer ESA: https://www.epa.gov/vehicle-and-engine-certification/electronic-signature-agreement-esa-cromerr-signer
  - User Registration Spreadsheet: https://www.epa.gov/vehicle-and-engine-certification/information-spreadsheet-verify-user-registration

Preparing to Use the Production System
Establish Verify User(s)

- To establish Verify User(s) you must submit:
  - Sponsor letter
    - Signed by CAO to identify Verify Users
  - Verify User Registration Information spreadsheet
- Links to templates can be found here:
  - Verify User Sponsor Letter: https://www.epa.gov/vehicle-and-engine-certification/sponsor-letter-verify-submitter-and-cromerr-signer
  - User Registration Spreadsheet: https://www.epa.gov/vehicle-and-engine-certification/information-spreadsheet-verify-user-registration

- Use this check list as a guide when putting together your package
  - https://www.epa.gov/vehicle-and-engine-certification/checklist-verify-registration-package

- Mail complete hard-copy CROMERR documentation to:

  Verify Team
  c/o CGI Federal, Inc.
  12601 Fair Lakes Circle
  Fairfax, VA 22033

- Once approved, each user will receive an email with instructions for finalizing their registration and a link to access their CDX accounts.

- Questions regarding registration can be sent to:

  verifydpc@epacdx.net

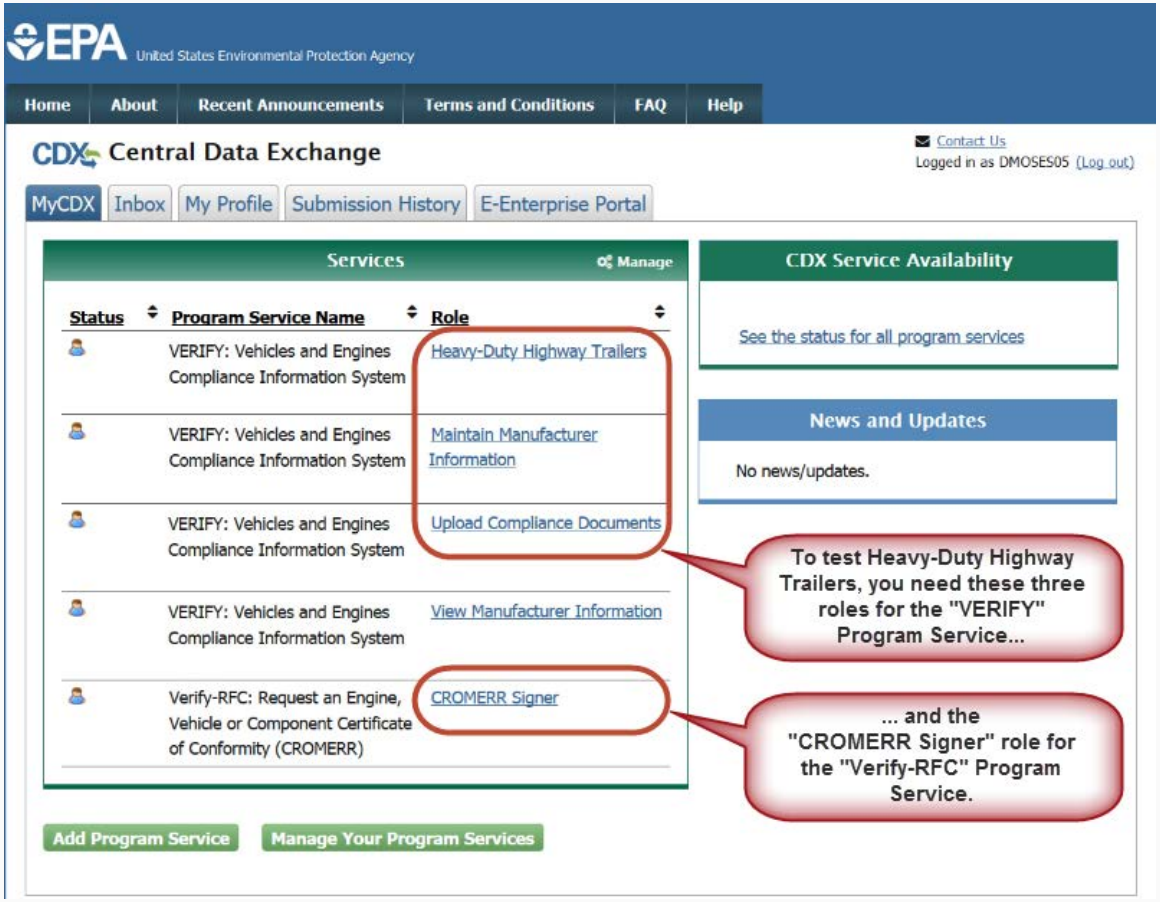
Submitting Certification Information

Logging into CDX

- To log in
  - For the production system, go to http://cdx.epa.gov/
  - Enter your User ID and Password
    - If you do not remember your User ID or Password click on the “Forgot your Password” or “Forgot your User ID” links below the login box.
    - If you are still unable to log into CDX, contact the CDX helpdesk at 888-890-1995 and tell them you are having issues with your CDX account.

MyCDX

- Once you are logged in, you will see the list of Roles you have for each Program Service.

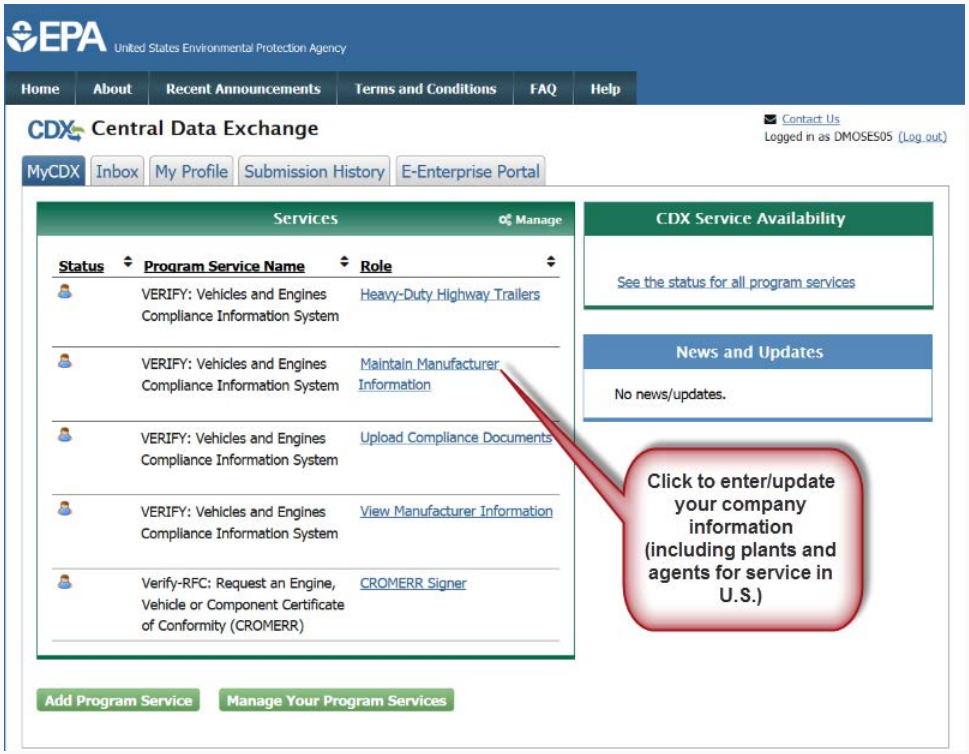


My CDX - Roles

- Roles
  - Maintain Manufacturer Information
    - Used to enter/update manufacturer contact information and test labs, and to specify contacts for each industry. Note that the information for Trailer Assembly Plant Name and Agent for Service in U.S. Name in the Heavy-Duty Highway Trailers certification module are linked to contacts and addresses provided in Maintain Manufacturer Information.
  - Heavy-Duty Highway Trailers
    - Used to enter Heavy-Duty Highway Trailers certification data and documents.
  - CROMERR Signer
    - Used to request a certificate through the Request for Certificate module.

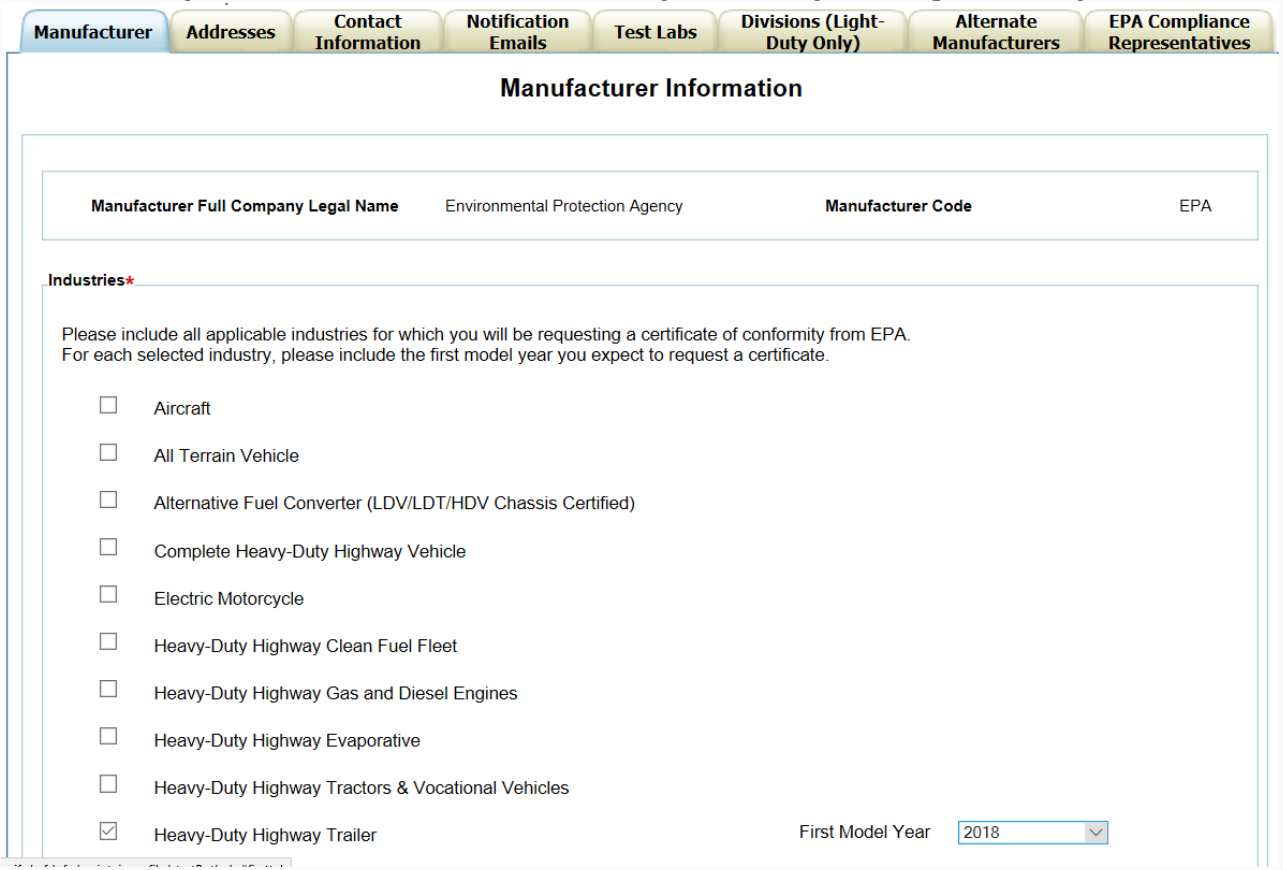
Maintaining Manufacturer Information

- From your MyCDX page, click the “Maintain Manufacturer Information” role for the “VERIFY: Vehicles and Engines Compliance Information System” Program Service.



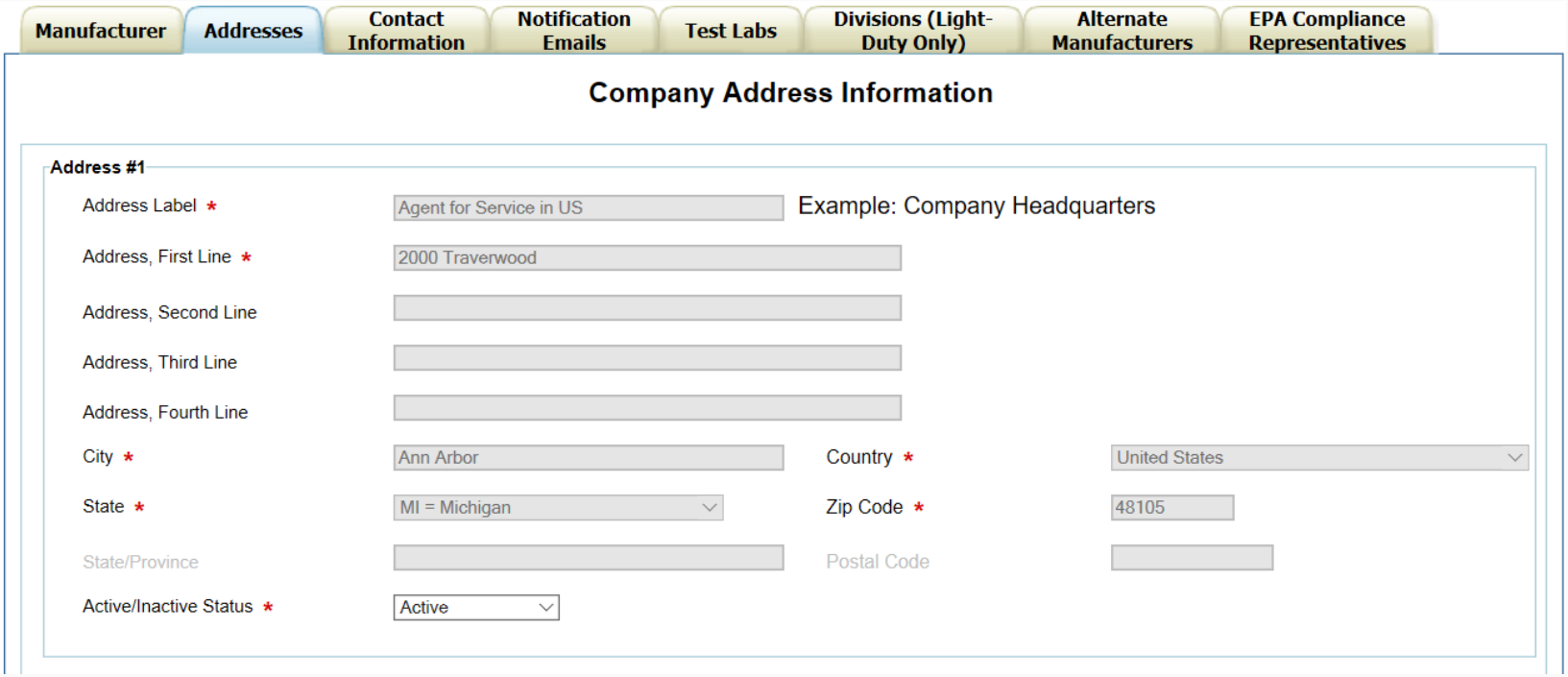
Maintaining Manufacturer Information Industries

- Ensure that you check “Heavy-Duty Highway Trailer”



Maintaining Manufacturer Information Addresses (1 of 3)

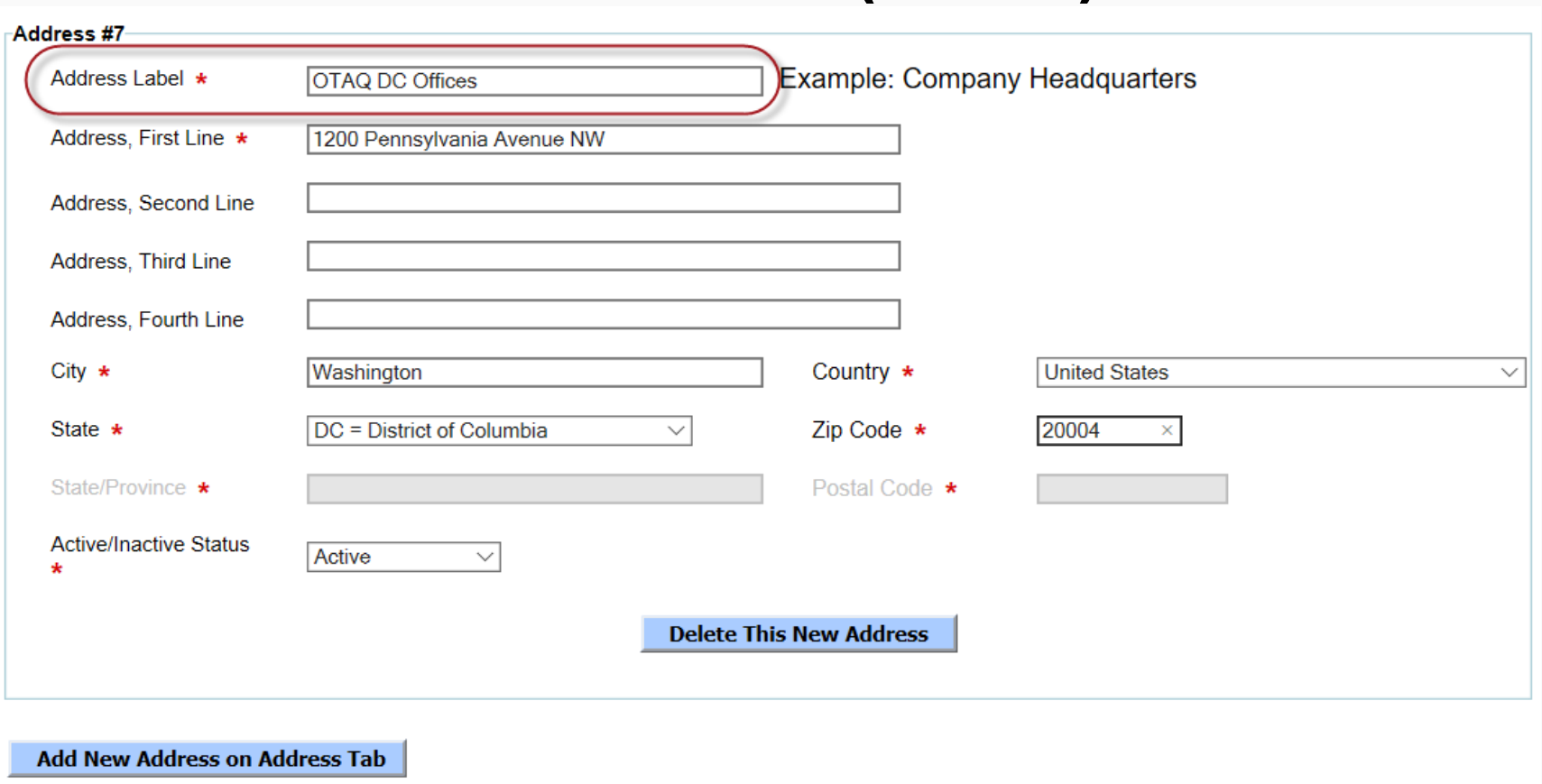
- Include all relevant addresses (e.g., company headquarters, test labs, manufacturing plants, etc.)



Maintaining Manufacturer Information Addresses (2 of 3)

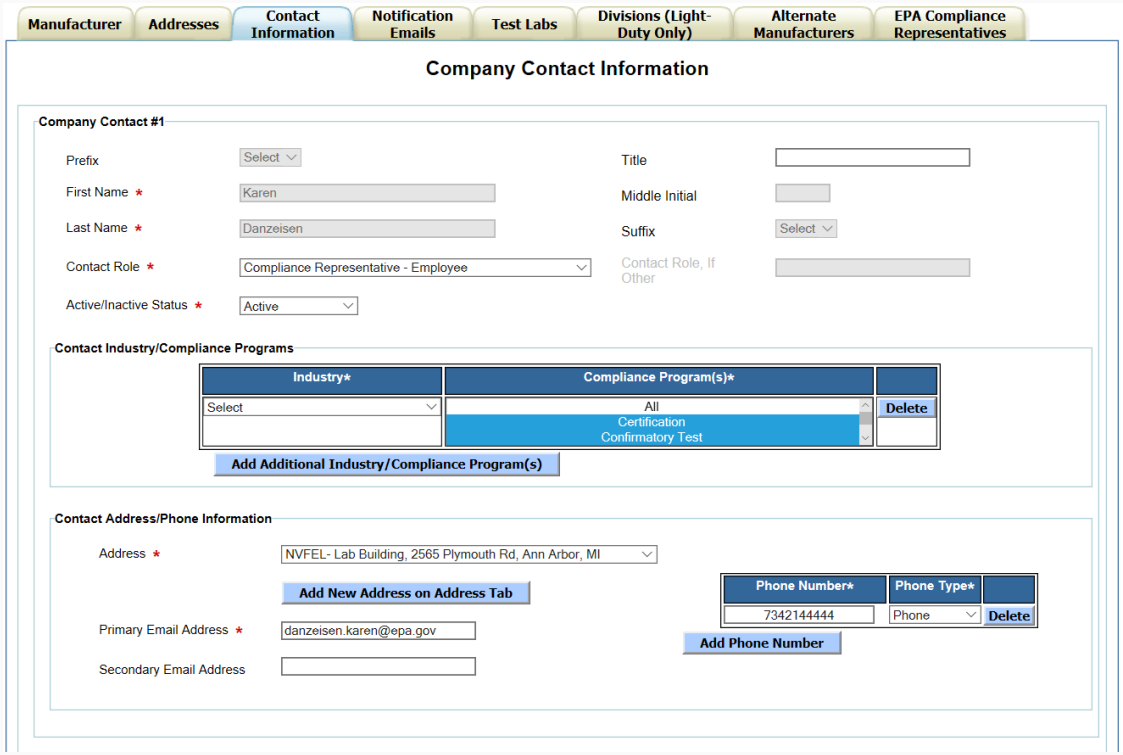
- All addresses entered will be available to be selected as trailer assembly plants on the General Information tab of the Heavy-Duty Highway Trailers certification module.
  - Only the Address Label will be displayed in the list.

Maintaining Manufacturer Information Addresses (3 of 3)



Maintaining Manufacturer Information
Company Contact Information (1 of 3)

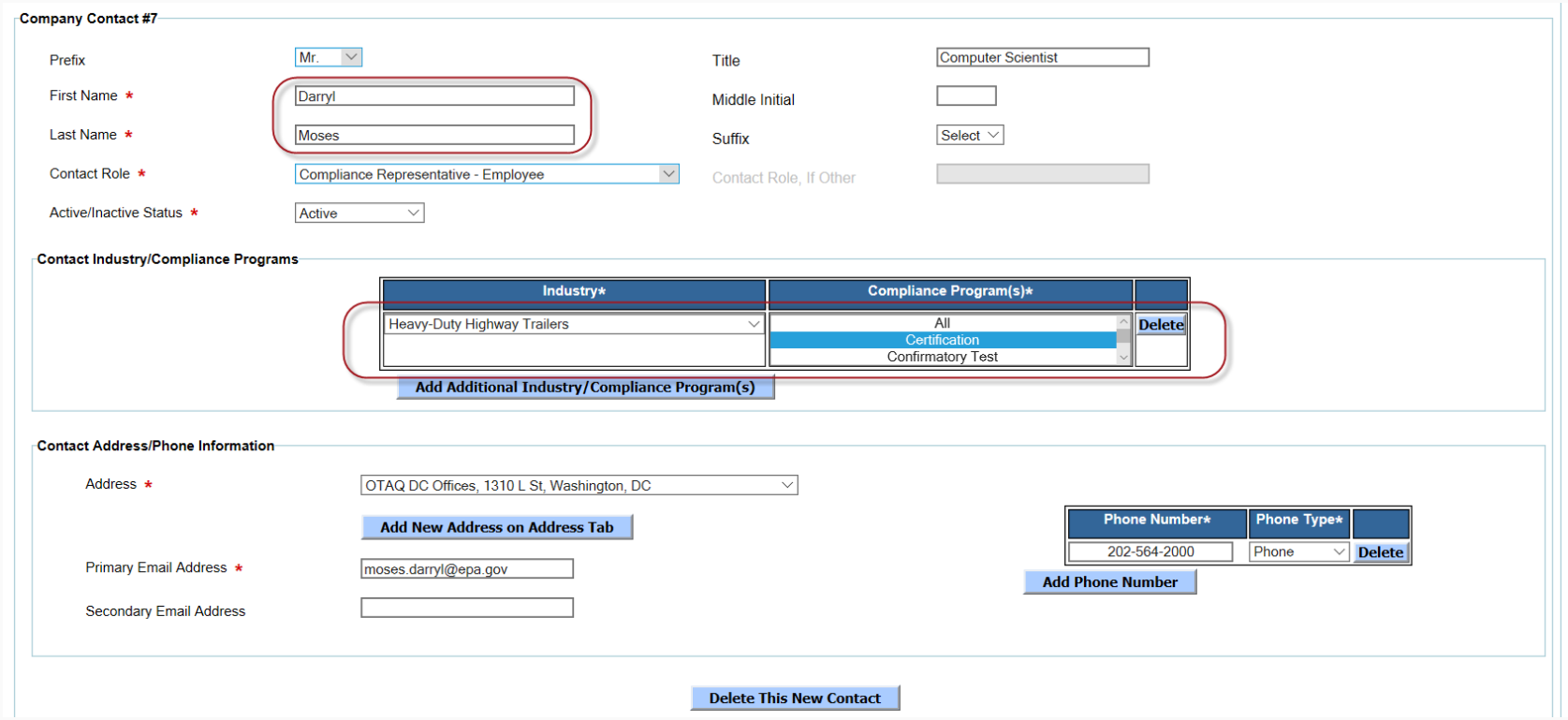
- Company contacts, including a Program Manager, must be entered on this tab with the applicable industries selected for each contact



Maintaining Manufacturer Information Company Contact Information (2 of 3)

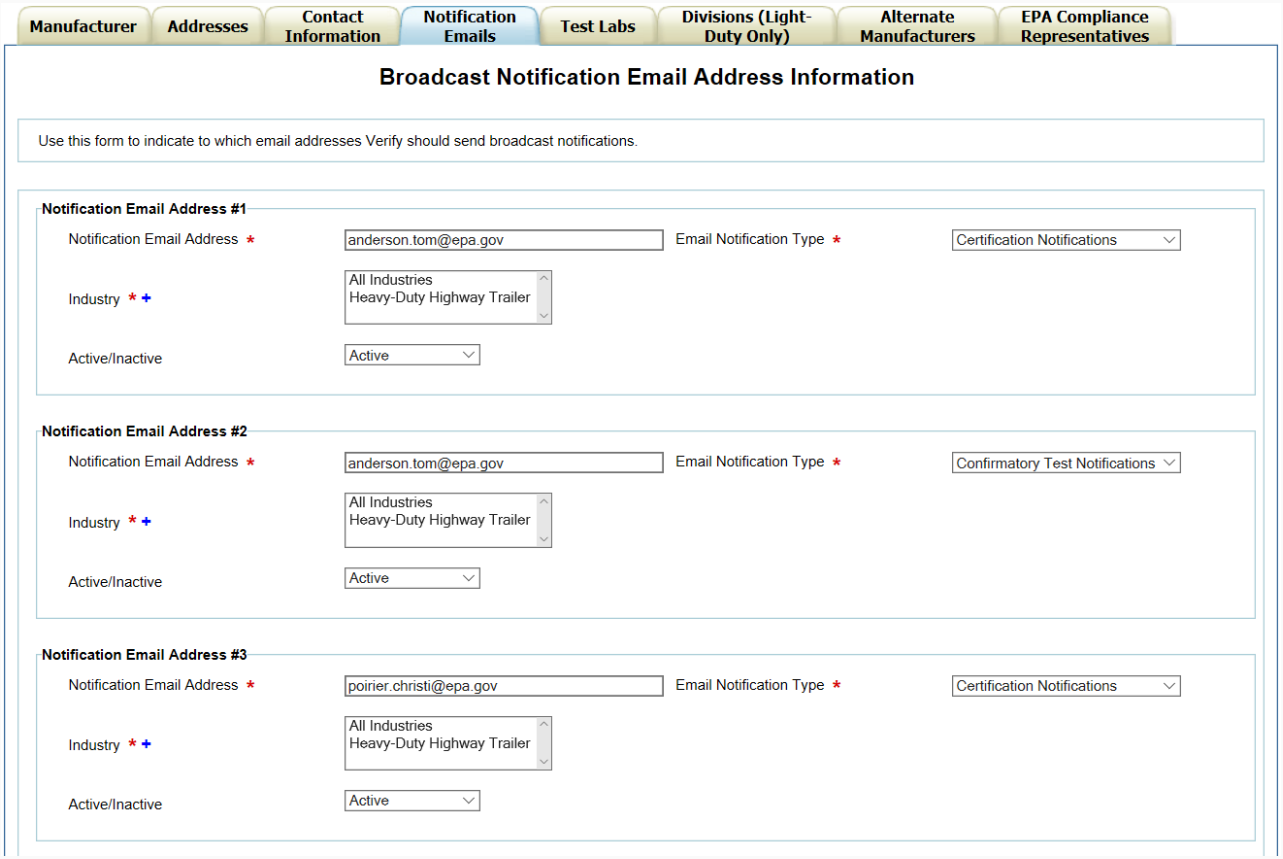
- For each Heavy-Duty Highway Trailers contact, you must include the “Heavy-Duty Highway Trailers” industry in the “Contact Industry/Compliance Programs” section.
- Be sure to include your agents for service in the U.S. as contacts.
- All contacts entered with the “Heavy-Duty Highway Trailers” industry and “Certification” compliance program will be available to be selected as agents for service in the U.S. on the General Information tab of the Heavy-Duty Highway Trailers certification module. Only the first and last name will be displayed in the list.

Maintaining Manufacturer Information
Company Contact Information (3 of 3)



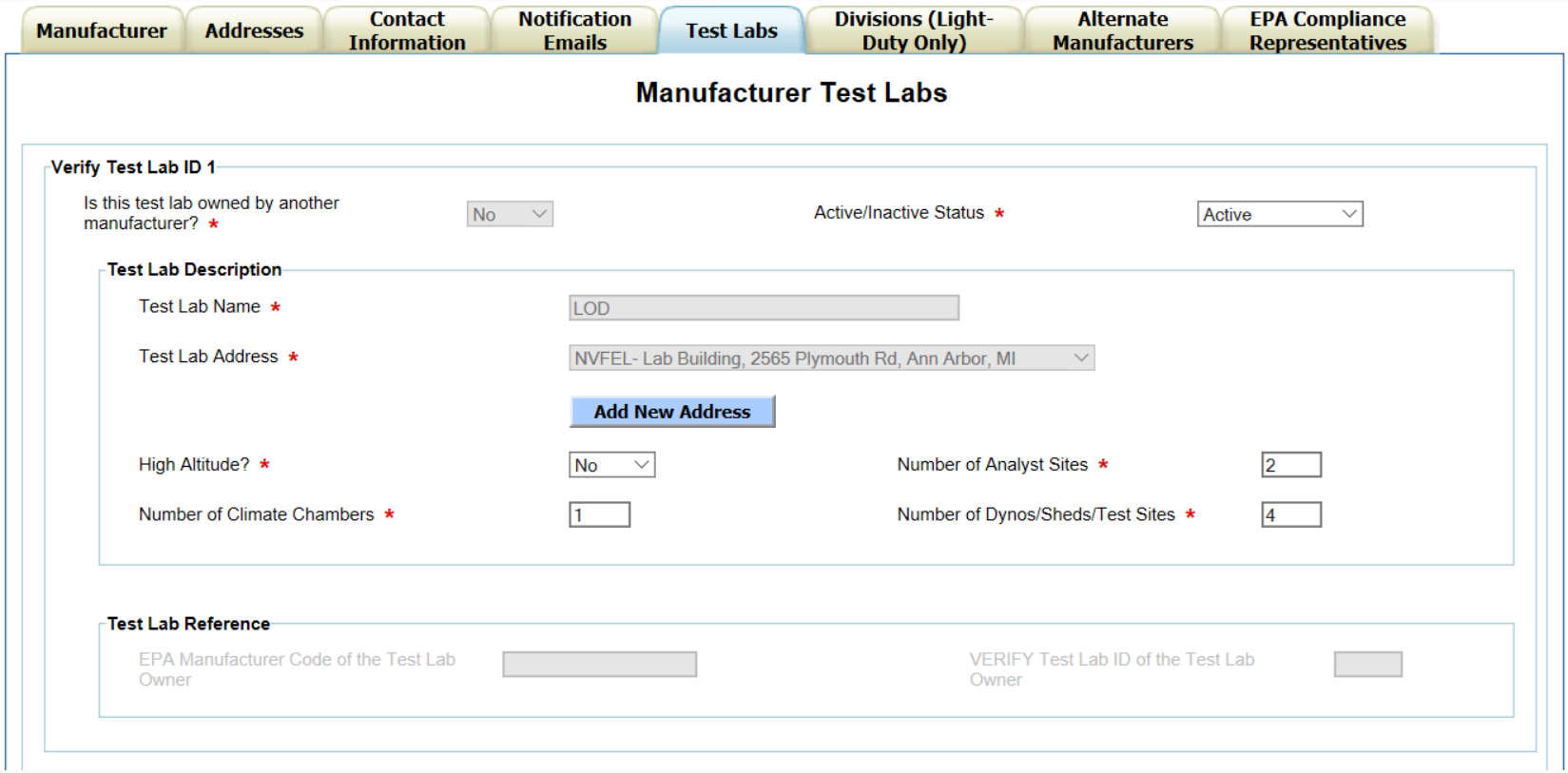
Maintaining Manufacturer Information Notification Email Addresses

- Set up users to receive notifications of specific types.



Maintaining Manufacturer Information
Test Labs

- Provide information about test labs.



Maintaining Manufacturer Information
EPA Compliance Representatives

- View list of EPA Compliance Representatives for your industry/compliance programs.

Manufacturer | Addresses | Contact Information | Notification Emails | Test Labs | Divisions (Light-Duty Only) | Alternate Manufacturers | EPA Compliance Representatives

Assigned EPA Compliance Representatives

This is a list of all EPA Compliance Representatives that have been assigned for each of your Industry/Compliance Programs

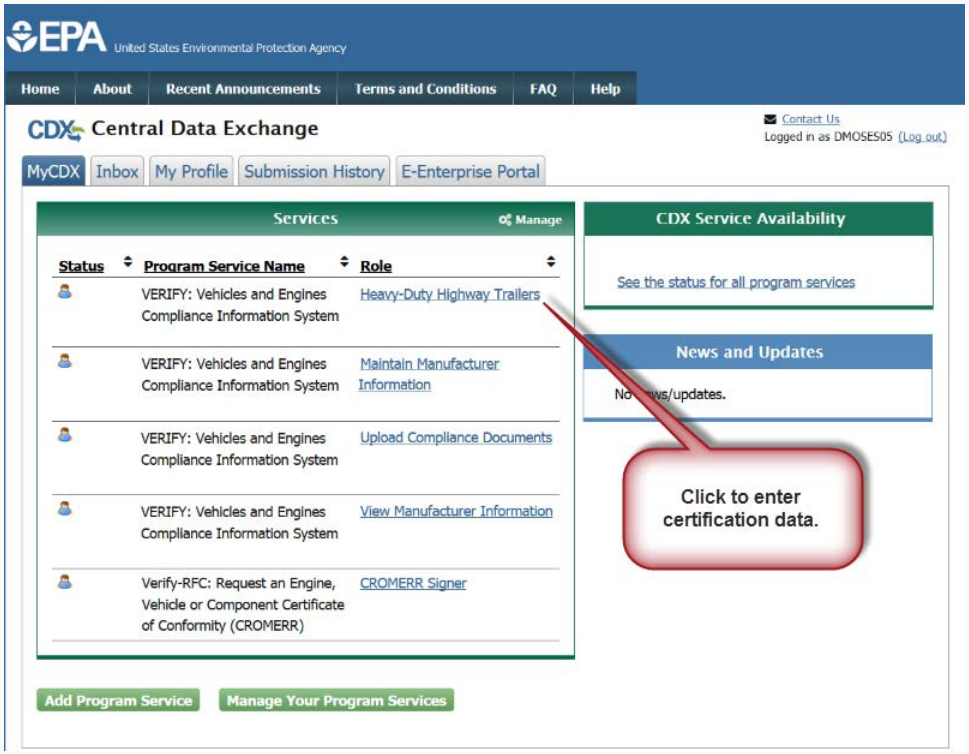
Industry/Compliance Program	Assigned EPA Compliance Representatives		
	Name	Phone	Email
Aircraft / Certification	Christi Poirier (Primary)	734-214-4808	Poirier.Christi@epa.gov
	dbrayley (Primary)		
	Sara Zaremski (Primary)	734-214-4362	Zaremski.Sara@epa.gov
	Sara Zaremski (Alternate)	734-214-4362	Zaremski.Sara@epa.gov
Aircraft / Confirmatory Testing	Christi Poirier (Primary)	734-214-4808	Poirier.Christi@epa.gov
	Sara Zaremski (Primary)	734-214-4362	Zaremski.Sara@epa.gov
	Sara Zaremski (Alternate)	734-214-4362	Zaremski.Sara@epa.gov
Aircraft / Defect/Voluntary Emission Recall Reports	Christi Poirier (Primary)	734-214-4808	Poirier.Christi@epa.gov
	Sara Zaremski (Primary)	734-214-4362	Zaremski.Sara@epa.gov
	Sara Zaremski (Alternate)	734-214-4362	Zaremski.Sara@epa.gov
Aircraft / Fees	Christi Poirier (Primary)	734-214-4808	Poirier.Christi@epa.gov
	Sara Zaremski (Primary)	734-214-4362	Zaremski.Sara@epa.gov
	Sara Zaremski (Alternate)	734-214-4362	Zaremski.Sara@epa.gov

Maintaining Manufacturer Information Submitting Your Changes

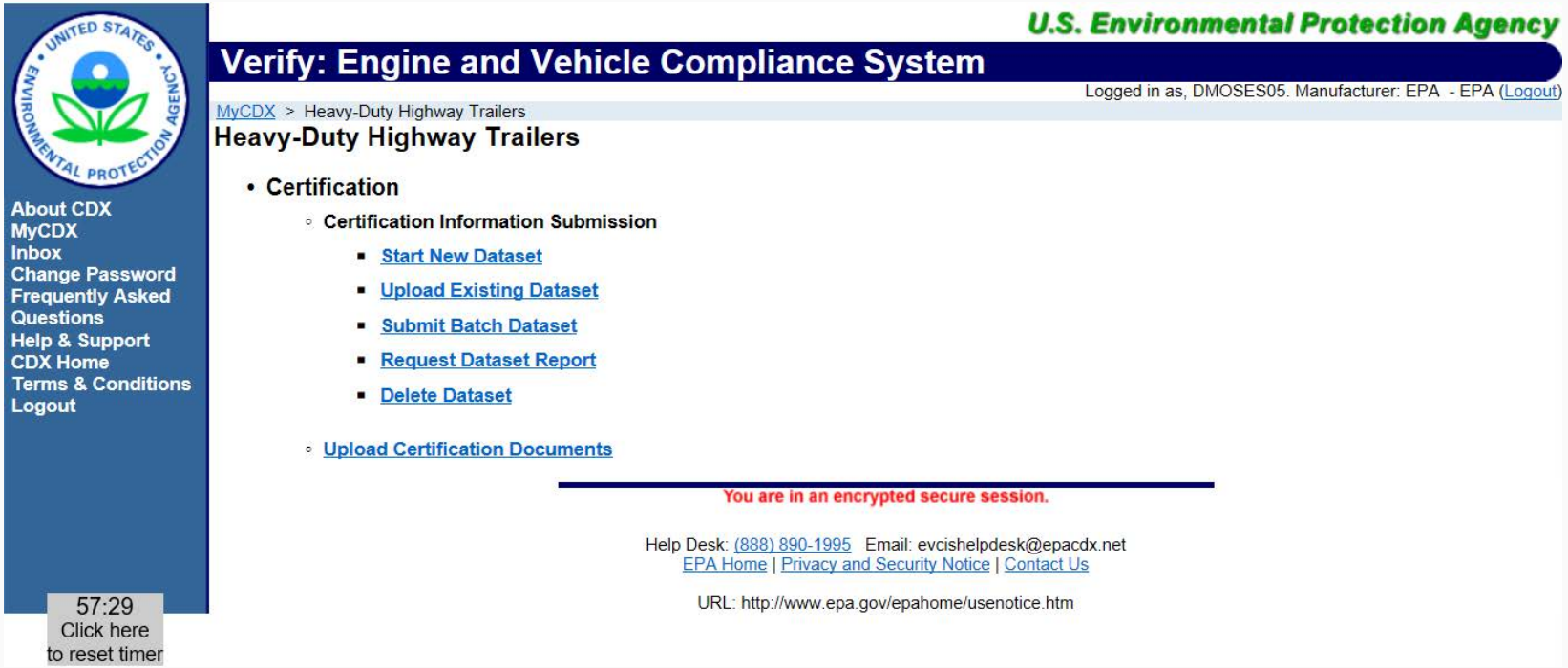
- Once you have entered your trailer assembly plants and agents for service in the U.S., you may submit your information.
  - Click “Review and Submit”.
  - Check your CDX Inbox to see if your submission has been accepted.
  - Once your submission has been accepted you should see the name of the plant(s) you added the “Trailer Assembly Plant Name” list and the name(s) of the contact(s) you added in the “Agent for Service in U.S.” list on the General Information tab of the Heavy-Duty Highway Trailers certification module.

Submitting Certification Data

- From your MyCDX page, click the “Heavy-Duty Highway Trailers” role for the “VERIFY: Vehicles and Engines Compliance Information System” Program Service.



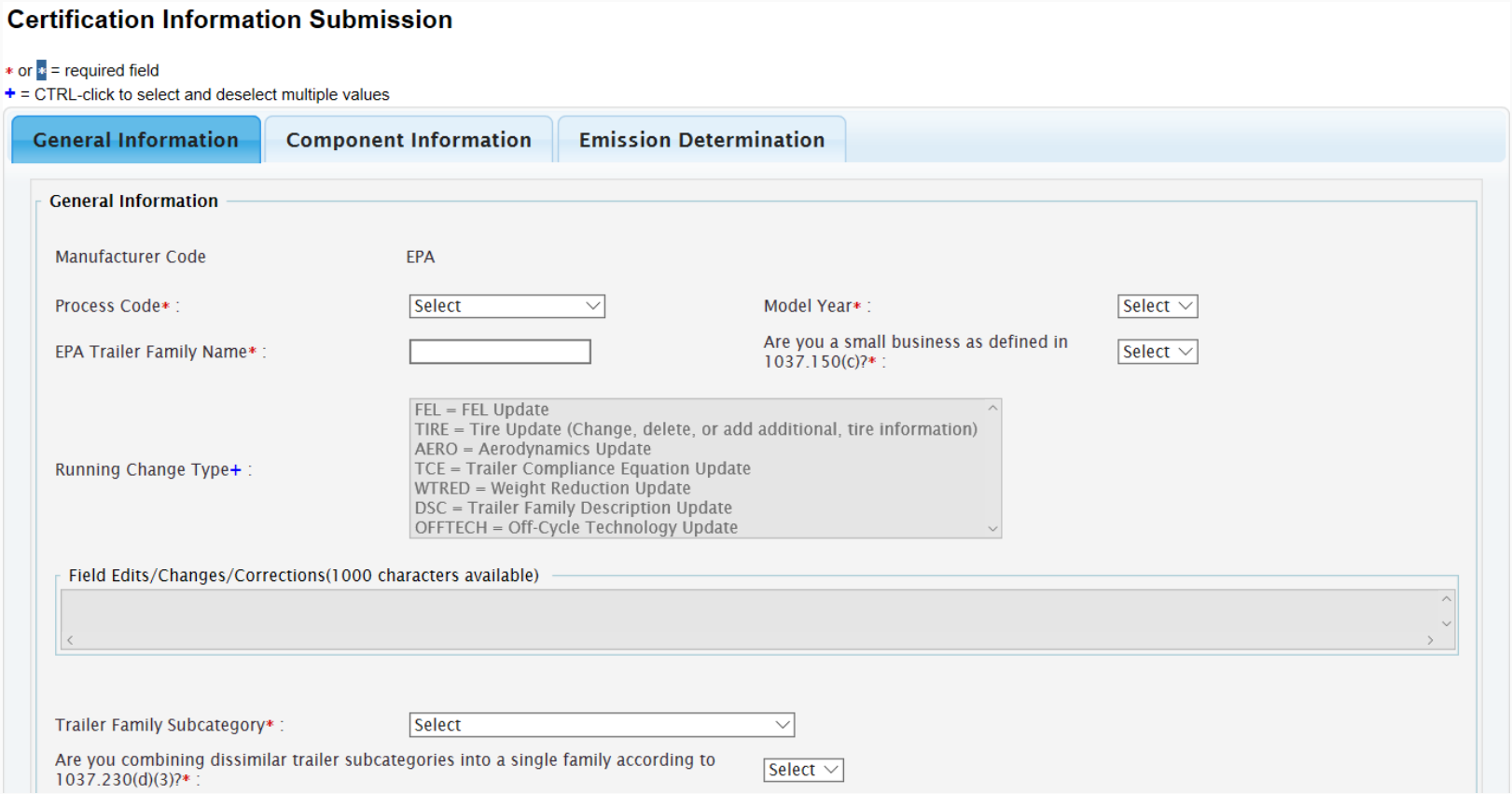
Submitting Certification Data
Certification Home



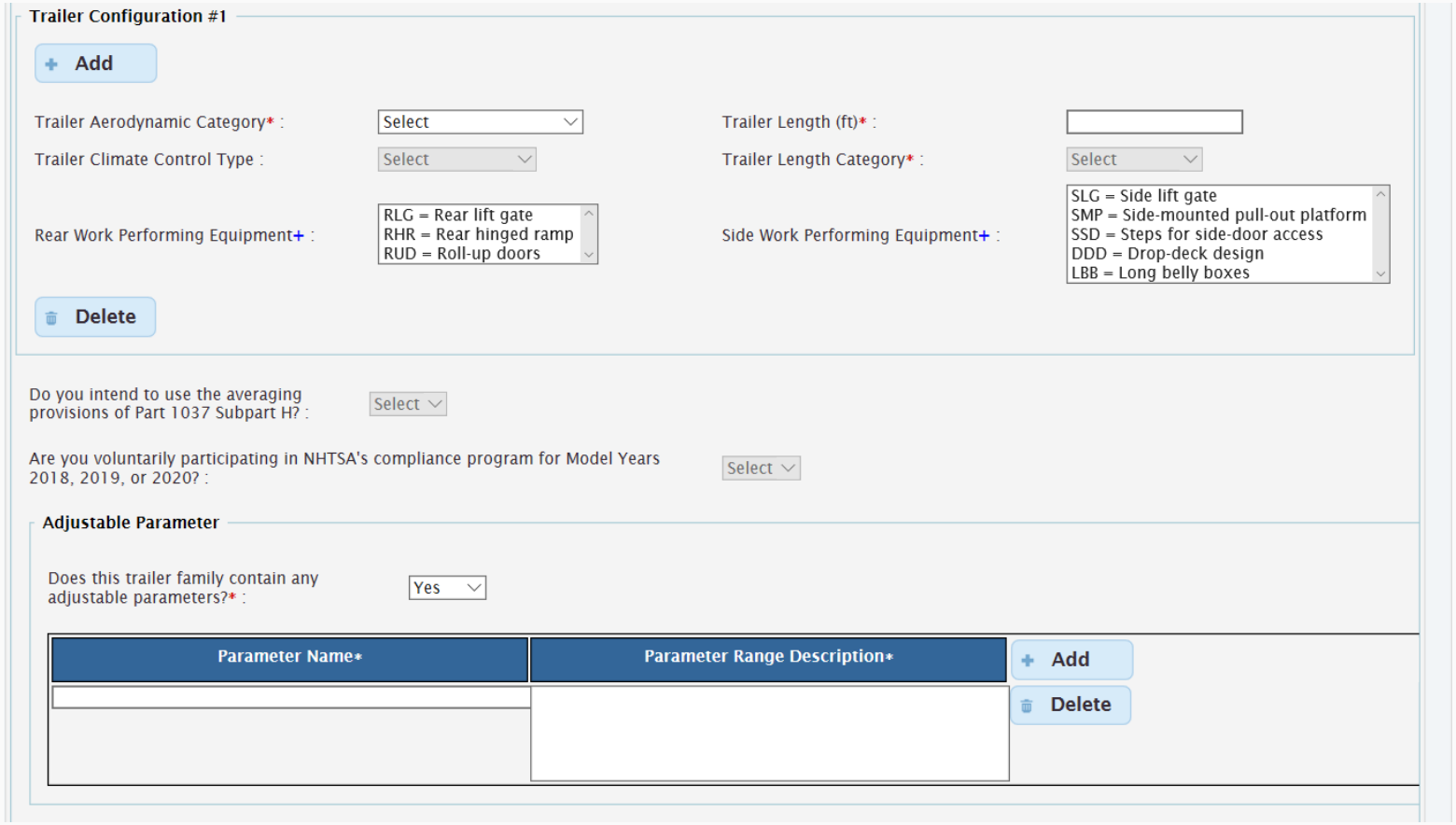
Submitting Certification Data
Certification Home Features

- Certification Information Submission
  - Start New Dataset
    - Used to manually enter your certification information for your trailer family.
  - Upload Existing Dataset
    - Used to open a previously saved certification dataset from your computer.
  - Submit Batch Dataset
    - Used to submit multiple certification submissions within a single XML file.
  - Request Dataset Report
    - Used to request a dataset report for a specific trailer family and model year.
  - Delete Dataset
    - Used to delete a dataset submission for a specific trailer family and model year.
- Upload Certification Documents
  - Used to submit certification documents.

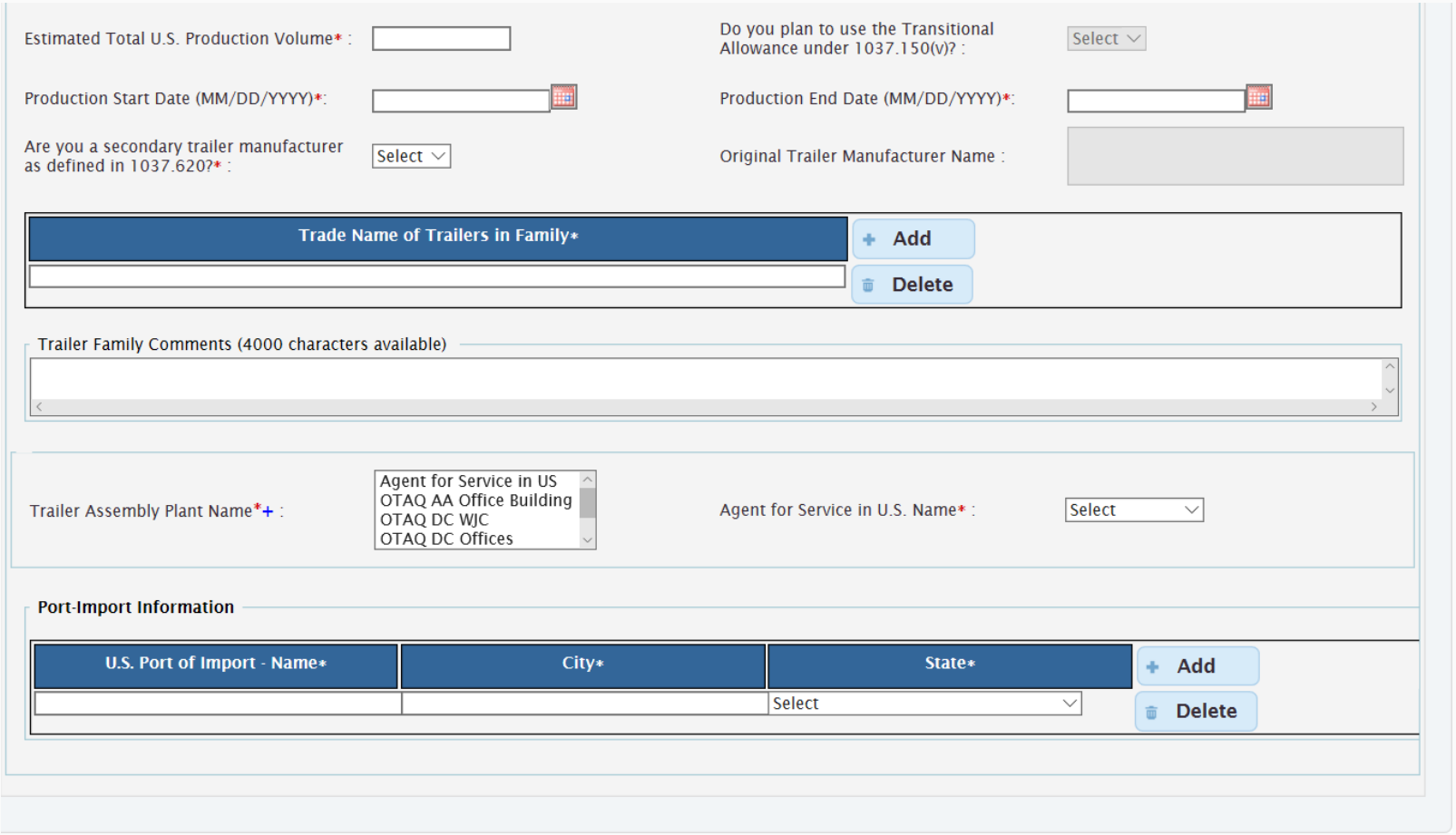
Submitting Certification Data
General Information (1 of 3)



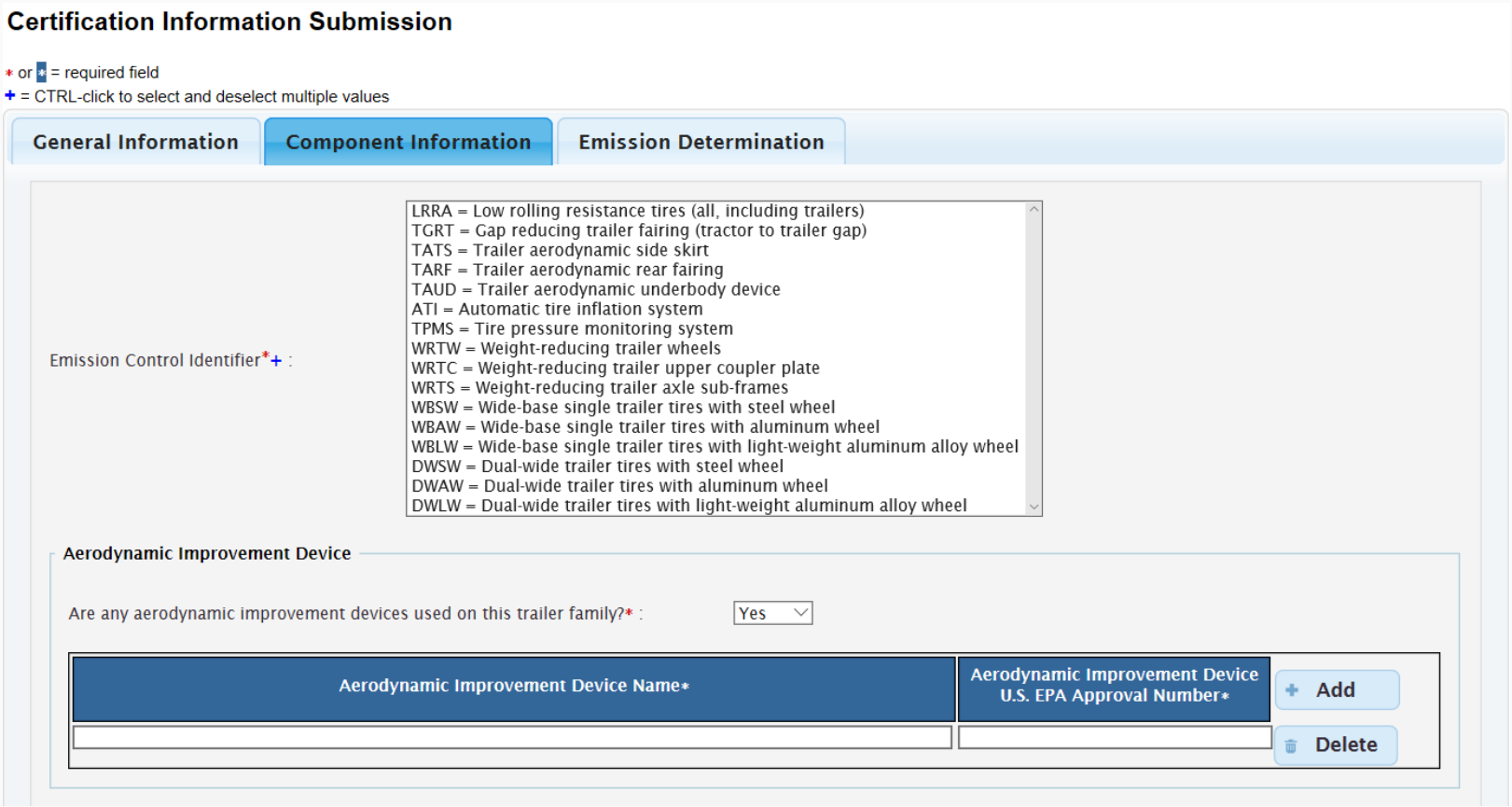
Submitting Certification Data
General Information (2 of 3)



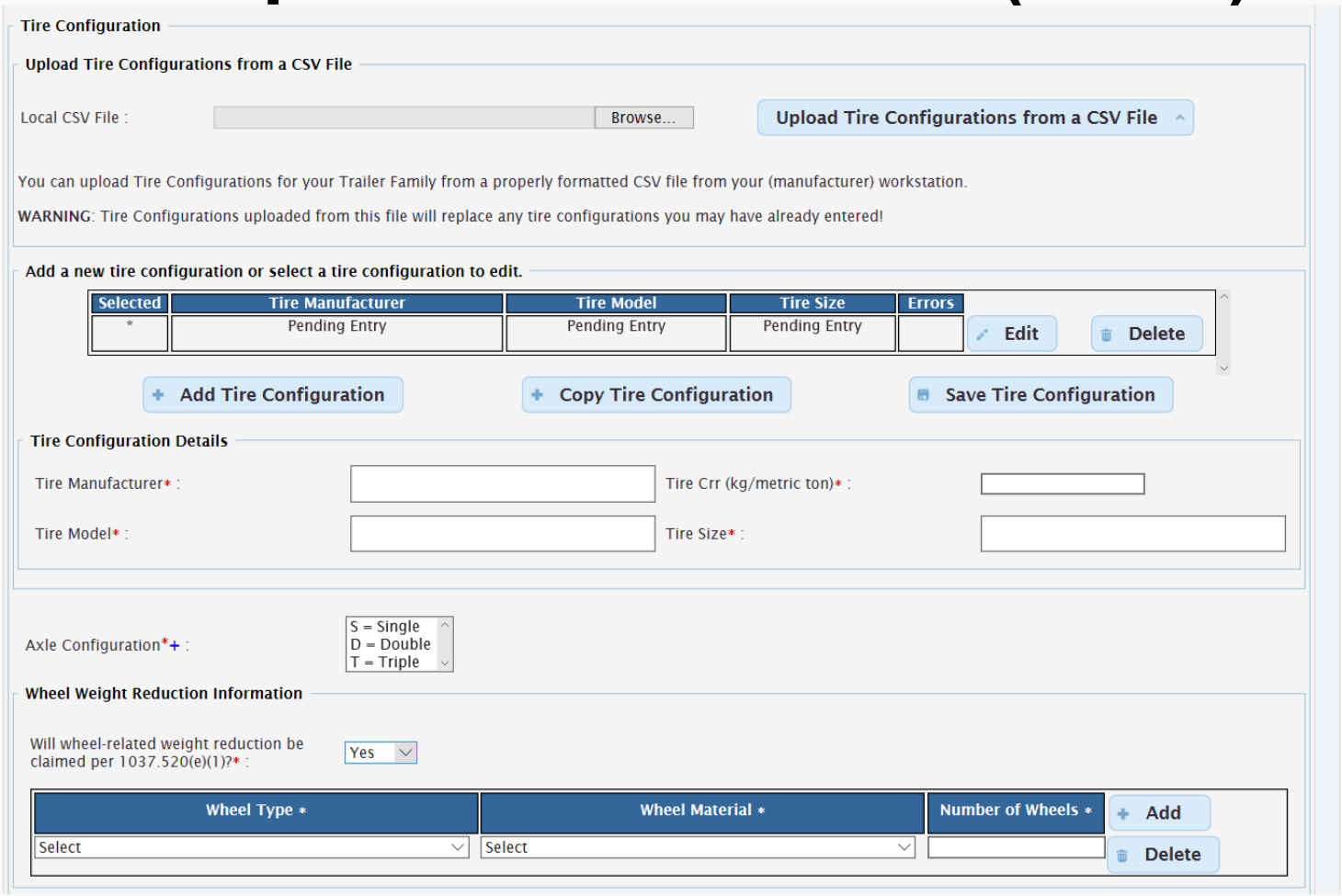
Submitting Certification Data
General Information (3 of 3)



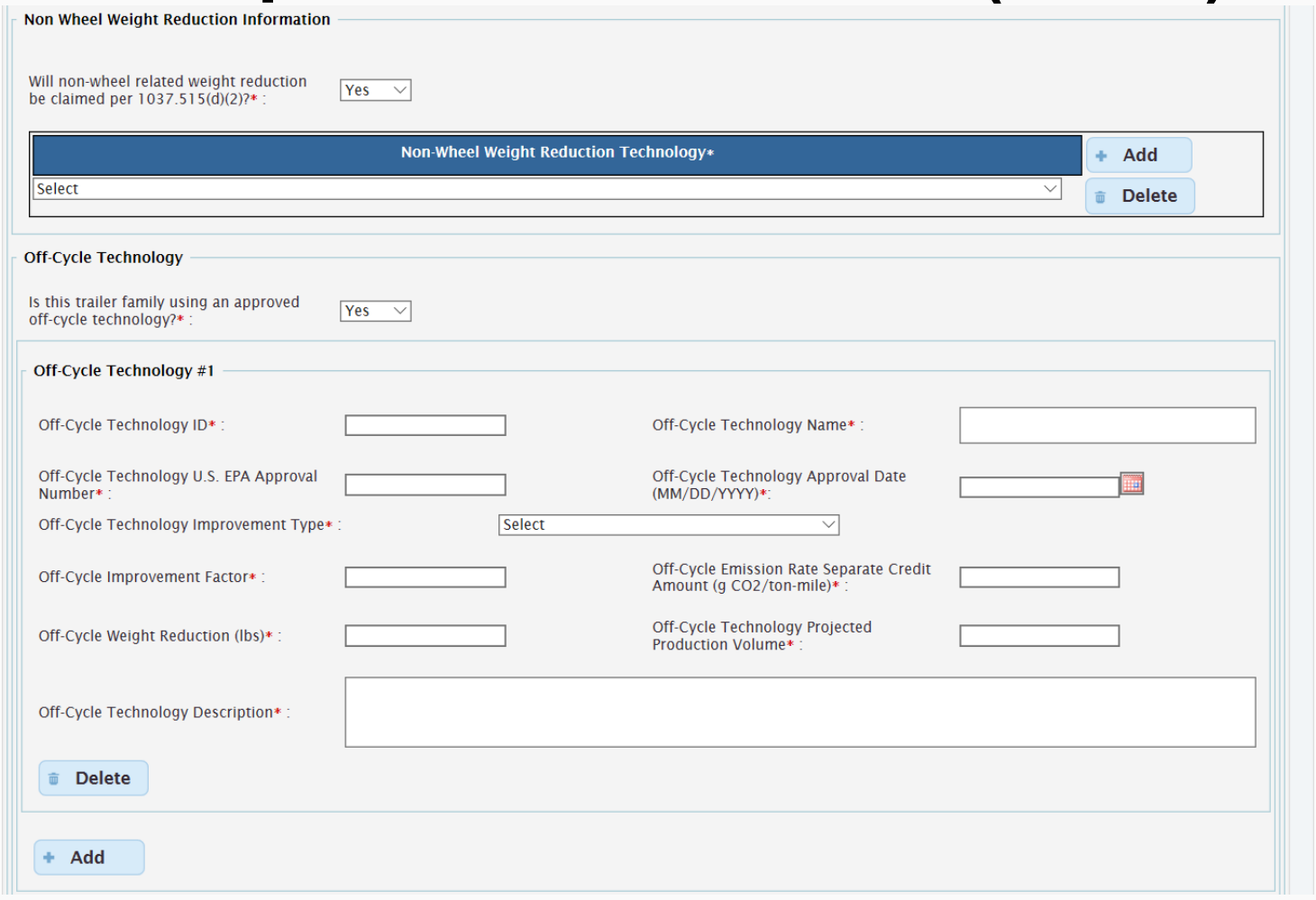
Submitting Certification Data Component Information (1 of 3)



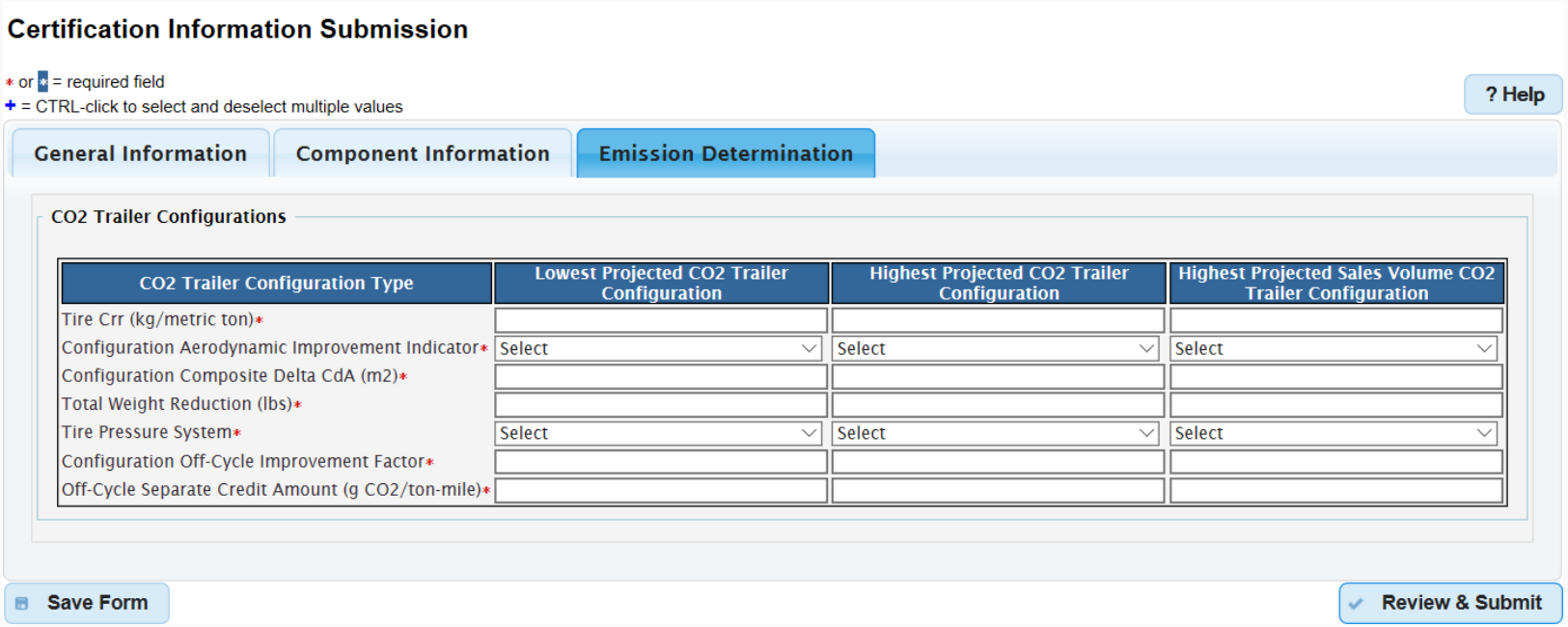
Submitting Certification Data Component Information (2 of 3)



Submitting Certification Data Component Information (3 of 3)



Submitting Certification Data
Emission Determination



Certification Information Submission

* or * = required field

+ = CTRL-click to select and deselect multiple values

? Help

General Information | Component Information | Emission Determination

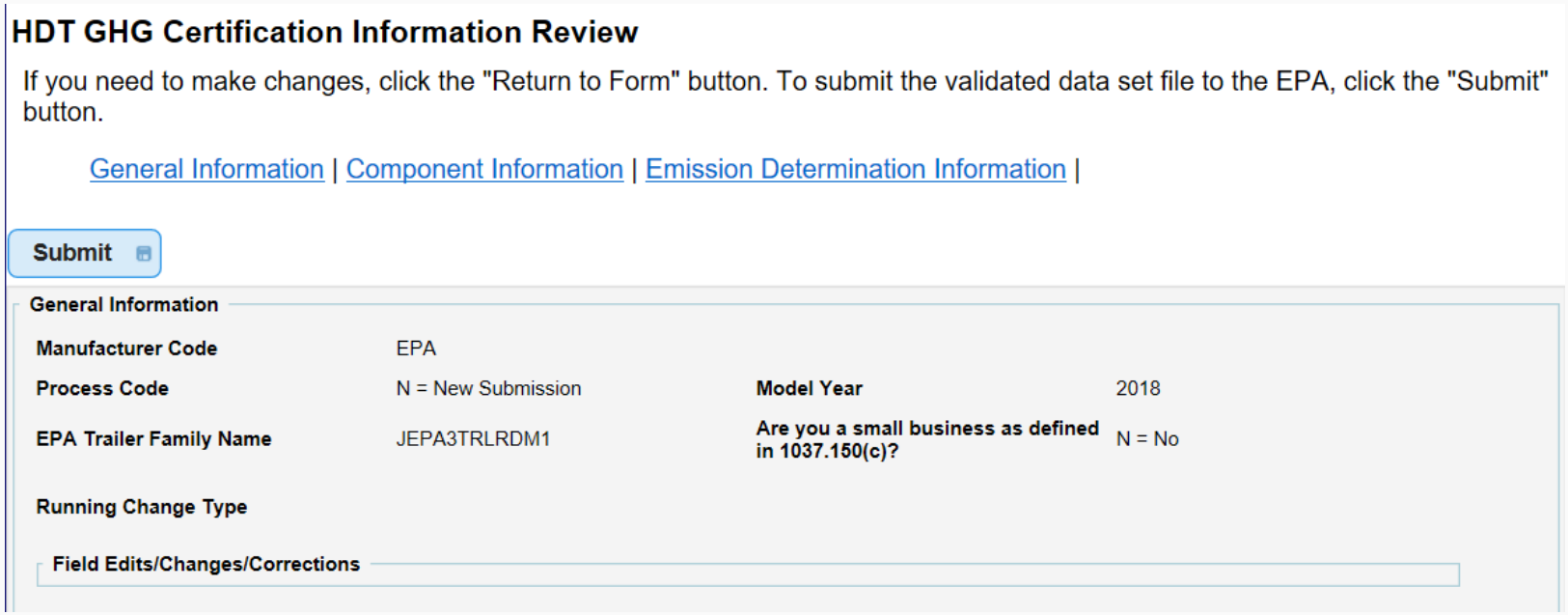
CO2 Trailer Configurations

CO2 Trailer Configuration Type	Lowest Projected CO2 Trailer Configuration	Highest Projected CO2 Trailer Configuration	Highest Projected Sales Volume CO2 Trailer Configuration
Tire Crr (kg/metric ton)*			
Configuration Aerodynamic Improvement Indicator*	Select	Select	Select
Configuration Composite Delta CdA (m2)*			
Total Weight Reduction (lbs)*			
Tire Pressure System*	Select	Select	Select
Configuration Off-Cycle Improvement Factor*			
Off-Cycle Separate Credit Amount (g CO2/ton-mile)*			

Save Form

Review & Submit

Submitting Certification Data Submission Review (1 of 2)



HDT GHG Certification Information Review

If you need to make changes, click the "Return to Form" button. To submit the validated data set file to the EPA, click the "Submit" button.

General Information | Component Information | Emission Determination Information |

Submit

General Information

Manufacturer Code	EPA		
Process Code	N = New Submission	**Model Year**	2018
EPA Trailer Family Name	JEPA3TRLRDM1	**Are you a small business as defined in 1037.150(c)?**	N = No
Running Change Type			

Field Edits/Changes/Corrections

Submitting Certification Data
Submission Review (2 of 2)

Emission Determination Information

CO2 Trailer Configurations

CO2 Trailer Configuration Type	LP = Lowest Projected CO2 Trailer Configuration	HP = Highest Projected CO2 Trailer Configuration	HS = Highest Projected Sales Volume CO2 Trailer Configuration
Tire Crr (kg/metric ton)	6.6	5.5	4.4
Configuration Aerodynamic Improvement Indicator	Y = Yes	N = No	Y = Yes
Configuration Composite Delta CdA (m2)	2.2	0	1.1
Total Weight Reduction (lbs)	50	40	30
Tire Pressure System	ATIS = Automatic Tire Inflation System on all axles	TPMS = Tire Pressure Monitoring System on all axles	COMB = Combination ATIS and TPMS across all axles
Configuration Off-Cycle Improvement Factor	0.6780	0.5847	0.25
Off-Cycle Separate Credit Amount (g CO2/ton-mile)	80	70	60

Return to Form

Submit

You are in an encrypted secure session.

Submitting Certification Data
Submission Confirmation

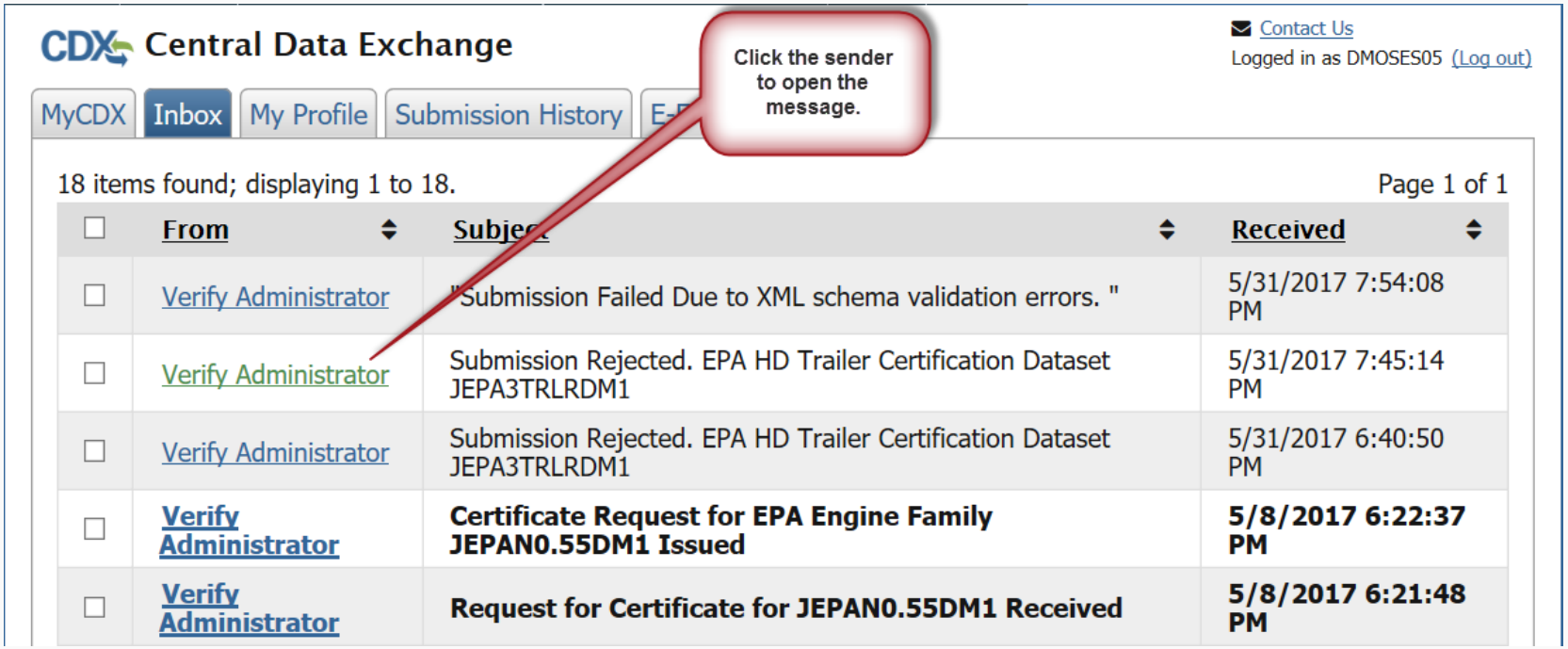
HDT GHG Certification Information Submission

Submission Summary	
Transaction ID	_def37e28-6c2f-4e1d-b0e3-d62592e58593
Date	06/01/2017
Manufacturer	EPA (EPA)
Process Code	N
Trailer Family Name	JEPA3TRLRDM1
Model Year	2018

Review | Upload Certification Documents | Return

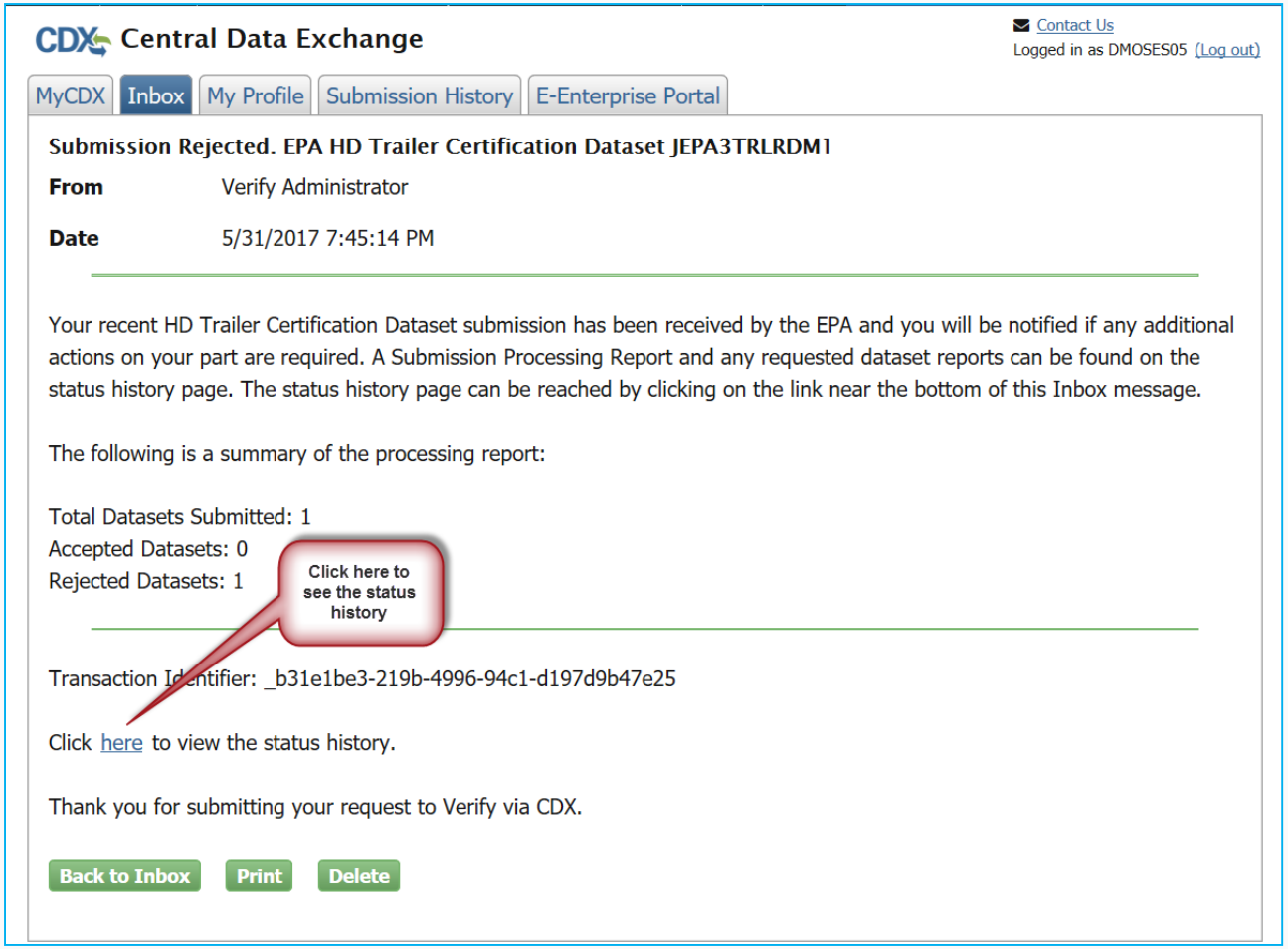
MyCDX Inbox

- Contains notifications about whether your submission was received, accepted or rejected by Verify, and whether your certificate request was received, approved or denied by an EPA Certification Representative. Clicking on the sender of a specific message will give a summary of the processing report.



MyCDX Inbox – Inbox Message

- Clicking on the “here” link within the message will take you to the status history of the submission.



MyCDX Inbox – Status History (Rejected Dataset)

- Clicking the "SubmissionProcessingReport.xml" link opens the Submission Processing Report (SPR) which contains your data and transaction details.

The status of your submission is shown below:

- Submission
  - Document Name: HeavyDutyHighwayTrailerGreenhouseGasSubmission.xml
  - Transaction Id: _b31e1be3-219b-4996-94c1-d197d9b47e25
  - Date Originally Submitted: 05/31/2017

- Status History

Date	Status	Description
Wed 05/31/2017 7:45 PM	Completed	Your recent HD Trailer Certification Dataset submission has been received by the EPA and you will be notified if any additional actions on your part are required. A Submission Processing Report and any requested dataset reports can be found on the status history page. The status history page can be reached by clicking on the link near the bottom of this Inbox message. The following is a summary of the processing report: Total Datasets Submitted: 1 Accepted Datasets: 0 Rejected Datasets: 1

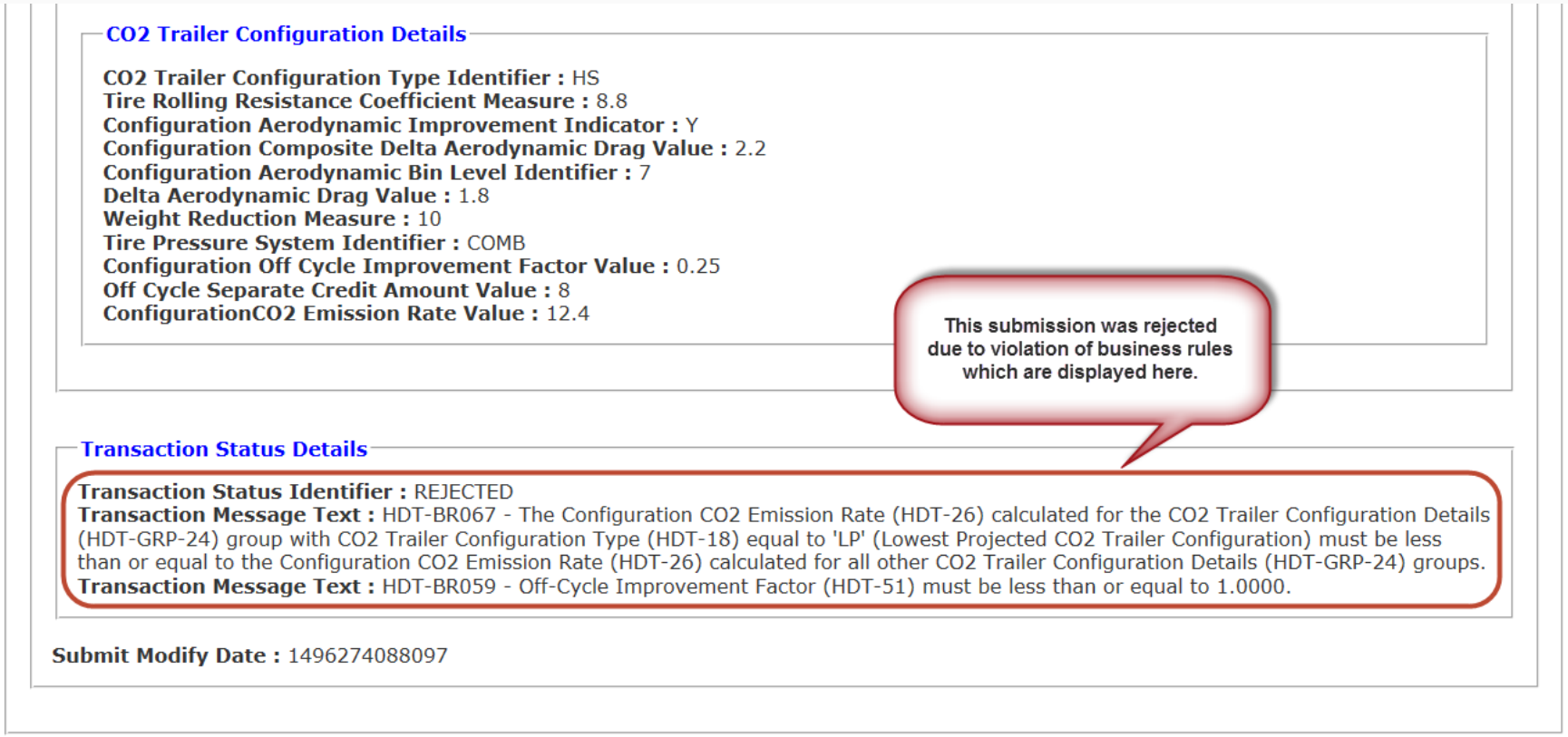
- Returned Documents
  - SubmissionProcessingReport.xml

Click this link to view the Submission Processing Report

Back To Inbox

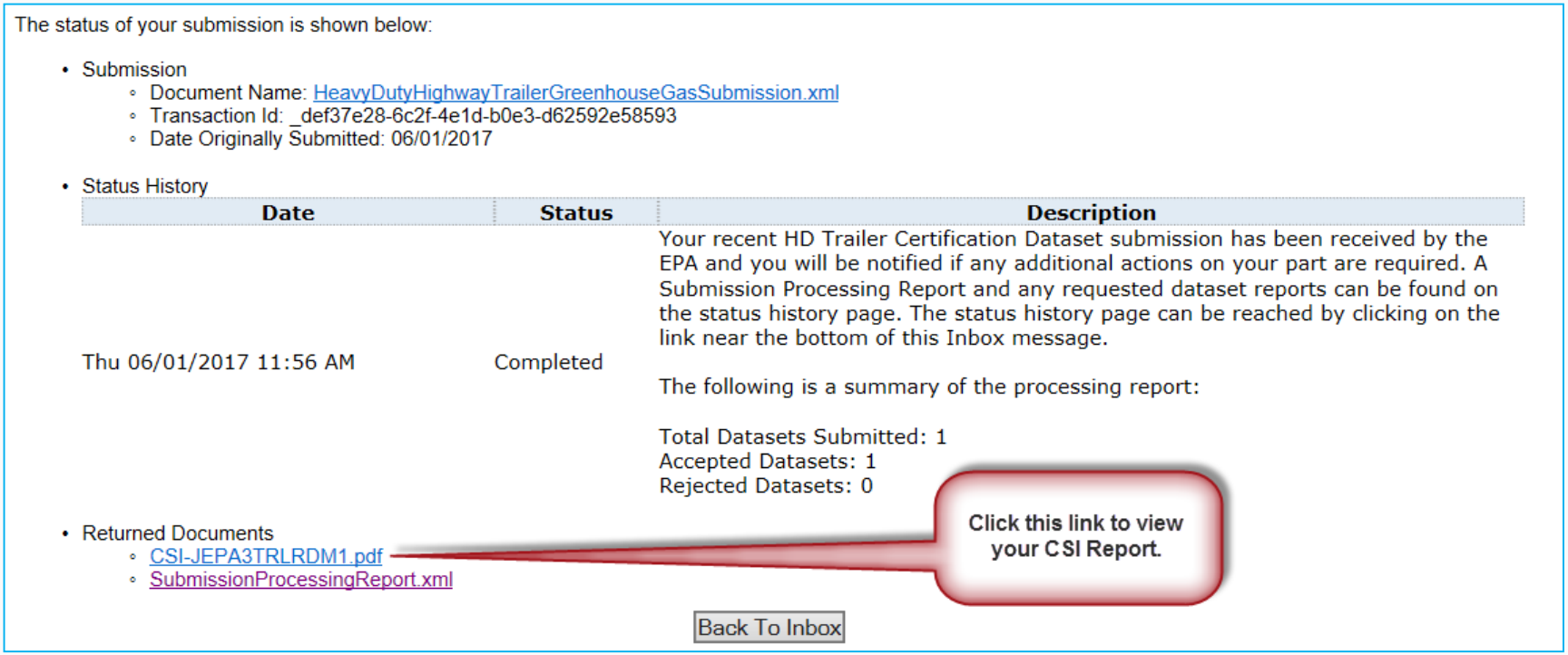
MyCDX Inbox – SPR (Rejected Dataset)

- Scroll to the “Transaction Status Details” section at the bottom of the file to see why your submission was rejected.



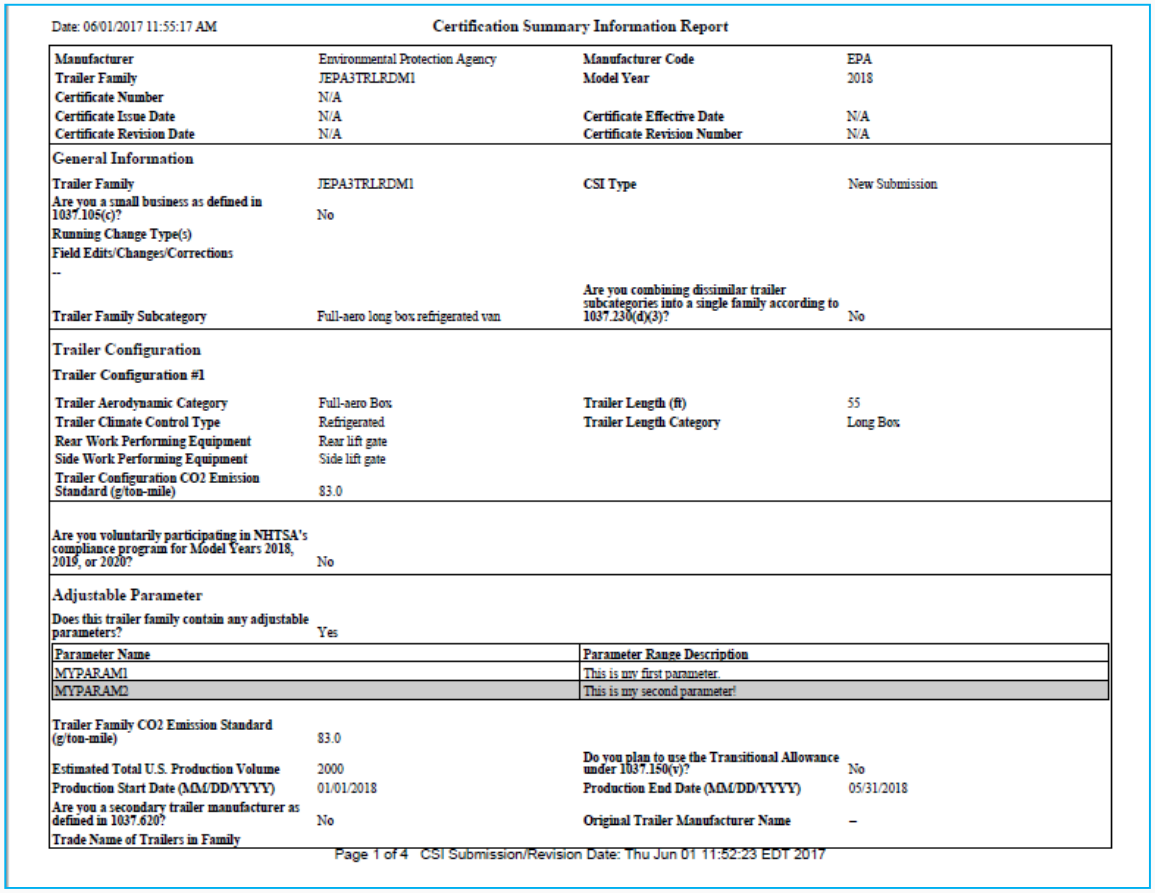
MyCDX Inbox – Status History (Accepted Dataset)

- If your submission is accepted, your Certification Summary Information (CSI) Report will also be available.



MyCDX Inbox - CSI Report

- The CSI Report contains a summary of all the certification information you submitted including values calculated by Verify, standards selected, and pass/fail evaluations of emissions results and design specifications.



Date: 06/01/2017 11:55:17 AM

Certification Summary Information Report

Manufacturer	Environmental Protection Agency	**Manufacturer Code**	EPA
Trailer Family	JEPA3TRLRDM1	**Model Year**	2018
Certificate Number	N/A		
Certificate Issue Date	N/A	**Certificate Effective Date**	N/A
Certificate Revision Date	N/A	**Certificate Revision Number**	N/A

General Information

Trailer Family	JEPA3TRLRDM1	**CSI Type**	New Submission
Are you a small business as defined in 1037.105(c)?	No		
Running Change Type(s)			
Field Edits/Changes/Corrections			
--			
Trailer Family Subcategory	Full-aero long box refrigerated van	**Are you combining dissimilar trailer subcategories into a single family according to 1037.230(d)(3)?**	No

Trailer Configuration

Trailer Configuration #1

Trailer Aerodynamic Category	Full-aero Box	**Trailer Length (ft)**	55
Trailer Climate Control Type	Refrigerated	**Trailer Length Category**	Long Box
Rear Work Performing Equipment	Rear lift gate		
Side Work Performing Equipment	Side lift gate		
Trailer Configuration CO2 Emission Standard (g/ton-mile)	83.0		

Are you voluntarily participating in NHTSA's compliance program for Model Years 2018, 2019, or 2020?	No

Adjustable Parameter

Does this trailer family contain any adjustable parameters?	Yes

Parameter Name	Parameter Range Description
MYPARAM1	This is my first parameter.
MYPARAM2	This is my second parameter!

Trailer Family CO2 Emission Standard (g/ton-mile)	83.0		
Estimated Total U.S. Production Volume	2000	**Do you plan to use the Transitional Allowance under 1037.150(v)?**	No
Production Start Date (MM/DD/YYYY)	01/01/2018	**Production End Date (MM/DD/YYYY)**	05/31/2018
Are you a secondary trailer manufacturer as defined in 1037.620?	No	**Original Trailer Manufacturer Name**	–
Trade Name of Trailers in Family			

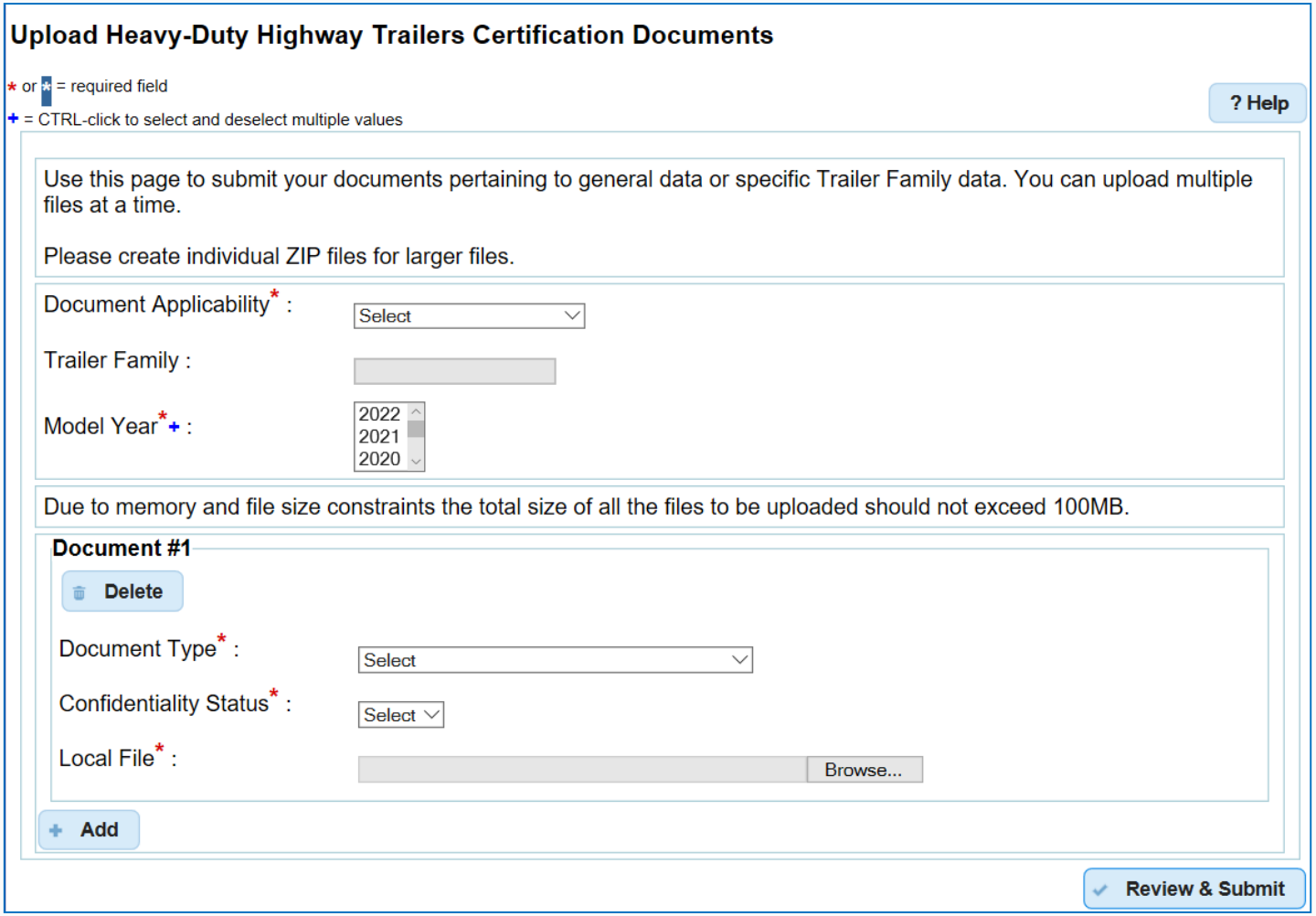
Uploading Certification Documents

- Required Certification Documents
  - Averaging Credit Projection Report
    - (Averaging Program only)
  - Maintenance Instructions
  - Sample Label Language
  - Secondary Trailer Manufacturer Information
    - (If applicable)
  - Tire Crr Statement
  - Warranty Statement

Uploading Certification Documents

- To upload your certification documents, use the "Upload Certification Documents" link on the Heavy-Duty Highway Trailers home screen.

Uploading Certification Documents



Requesting a Certificate

CROMERR Signer Role in Request for Certificate Module

The CROMERR Signer

Request
- Makes the request for certificate

Review
- Reviews the application and related documents that have been submitted through Verify
- Determines completeness

Attest
- Attests that the submission is true and accurate

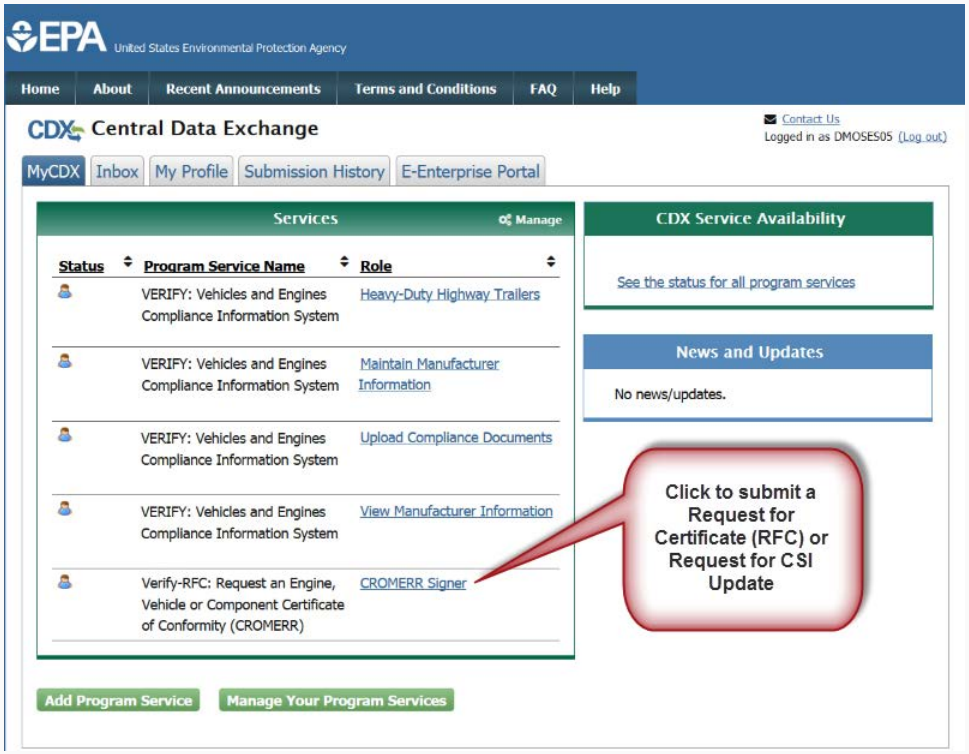
Sign
- Electronically signs the request for certificate

Prerequisites for Requesting a Certificate

- Trailer Family Dataset for the family being certified must have been accepted by the system.
- All of the required documents must have been submitted.
- User must have the “CROMERR Signer” role for the “Verify-RFC: Request an Engine, Vehicle or Component Certificate of Conformity” Program Service.

Using the Request for Certificate (RFC) Module

- From your MyCDX page, click the “CROMERR Signer” role for the “Verify-RFC: Request an Engine, Vehicle or Component Certificate of Conformity (CROMERR)” Program Service.



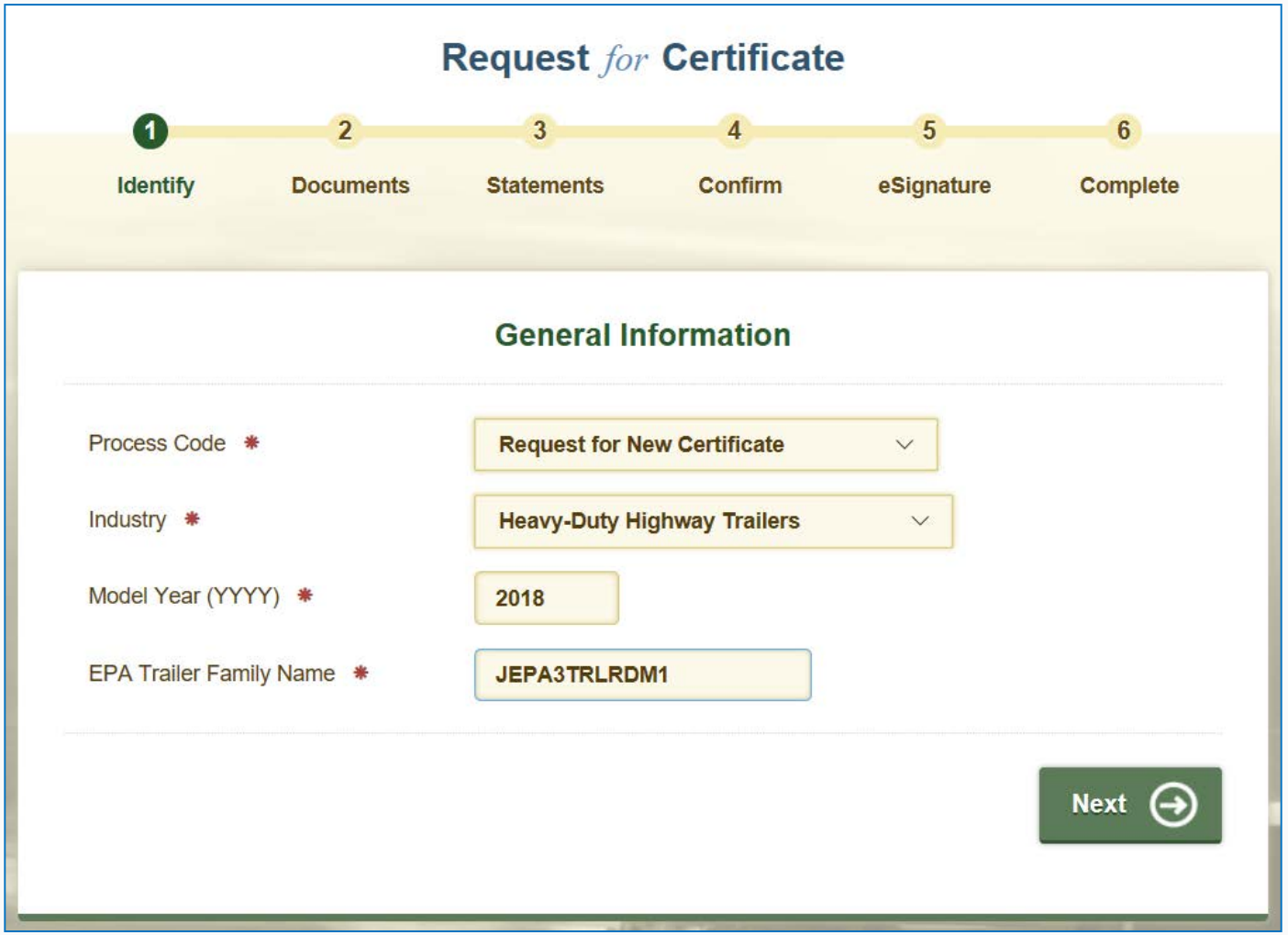
Process Codes

- Request for New Certificate
  - Request a certificate for a trailer family that has not previously been certified.
- Request for Revised Certificate
  - Request a revised certificate for a certified trailer family where the information on the certificate has changed.
- Request for CSI Update
  - Request a Certificate Summary Information (CSI) update for a certified trailer family where updates have been made to the trailer family dataset and/or certification documents. This option should only be selected when nothing on the certificate changes.
- Delete Request for Certificate
  - Delete a request for a certificate for a trailer family that has not been certified.

Submitting an RFC

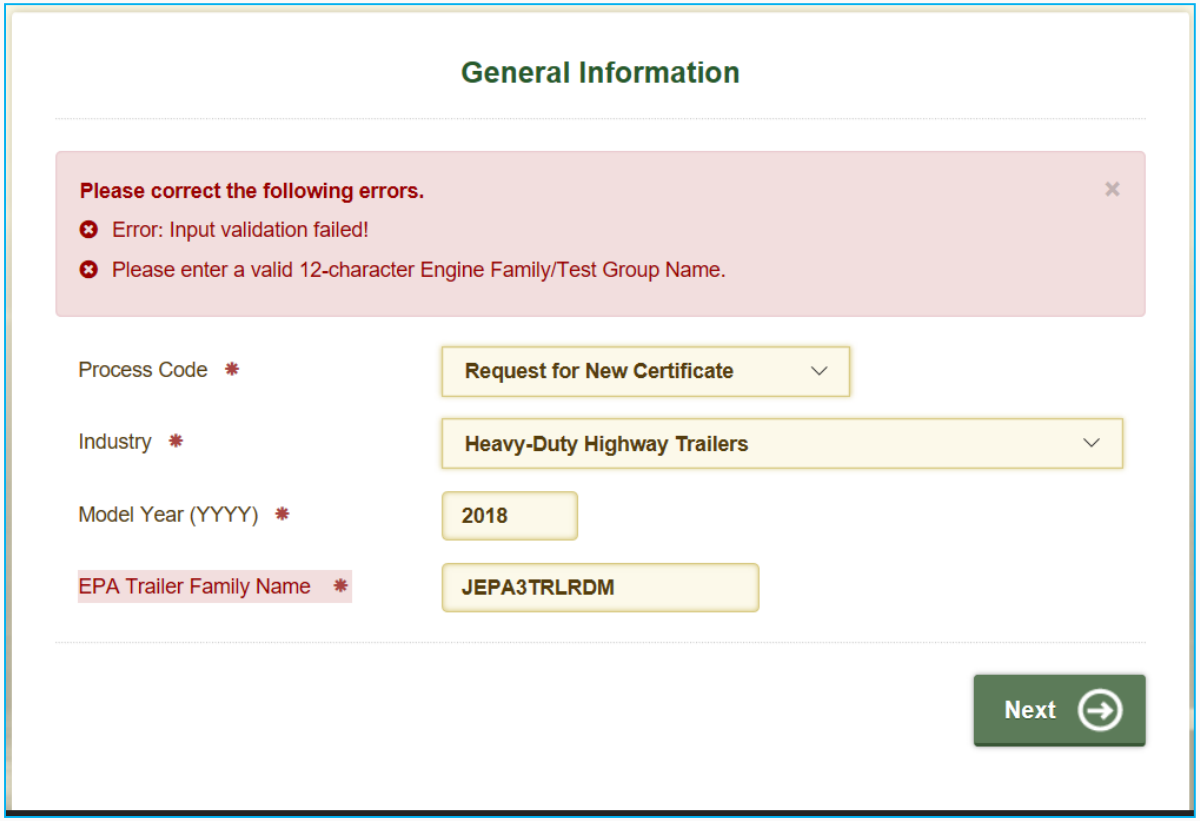
- Submitting an RFC (which includes ***Request for New Certificate*** and ***Request for Revised Certificate***) follows a six-step process:
- ***Note:***
  - To submit a ***Request for Revised Certificate***, the family must already be certified, and an issued certificate must exist in Verify for the family.

Submitting an RFC (1 of 9)



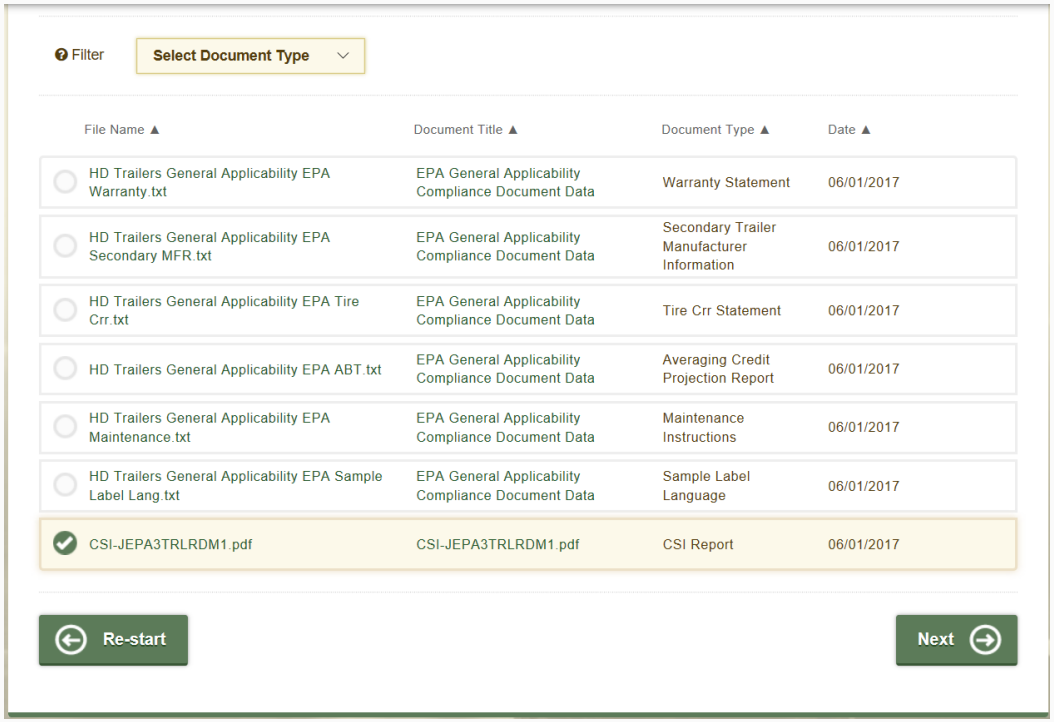
Submitting an RFC (2 of 9)

- If you have any validation errors they will be displayed at the top of each screen.



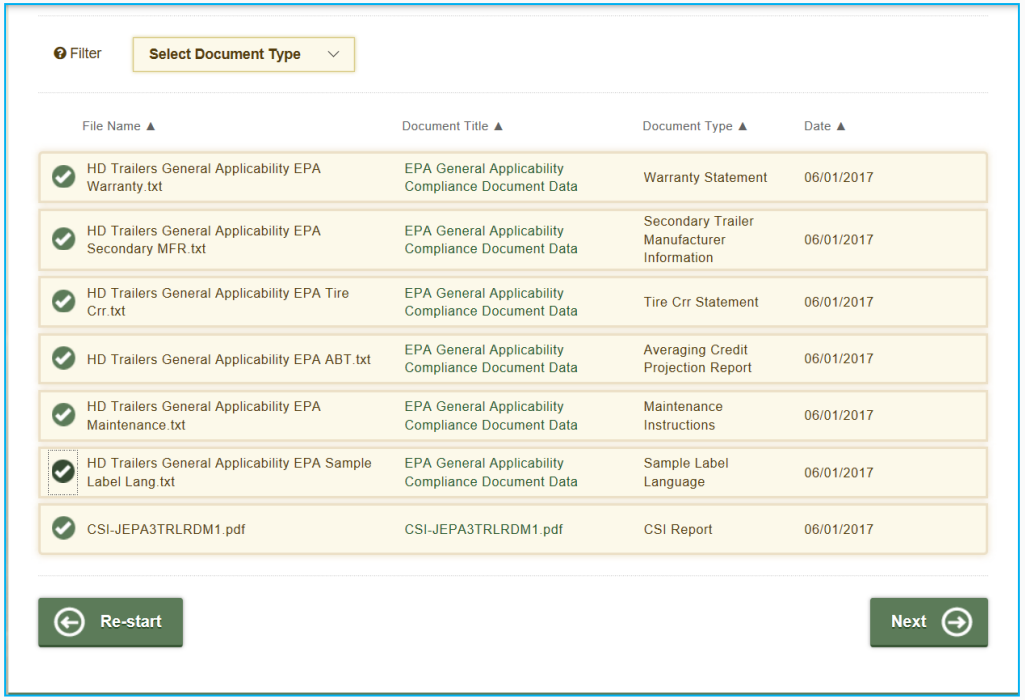
Submitting an RFC (3 of 9)

- The system presents a list of all documents associated with the trailer family you are certifying (including those generally applicable to all families within a model year).



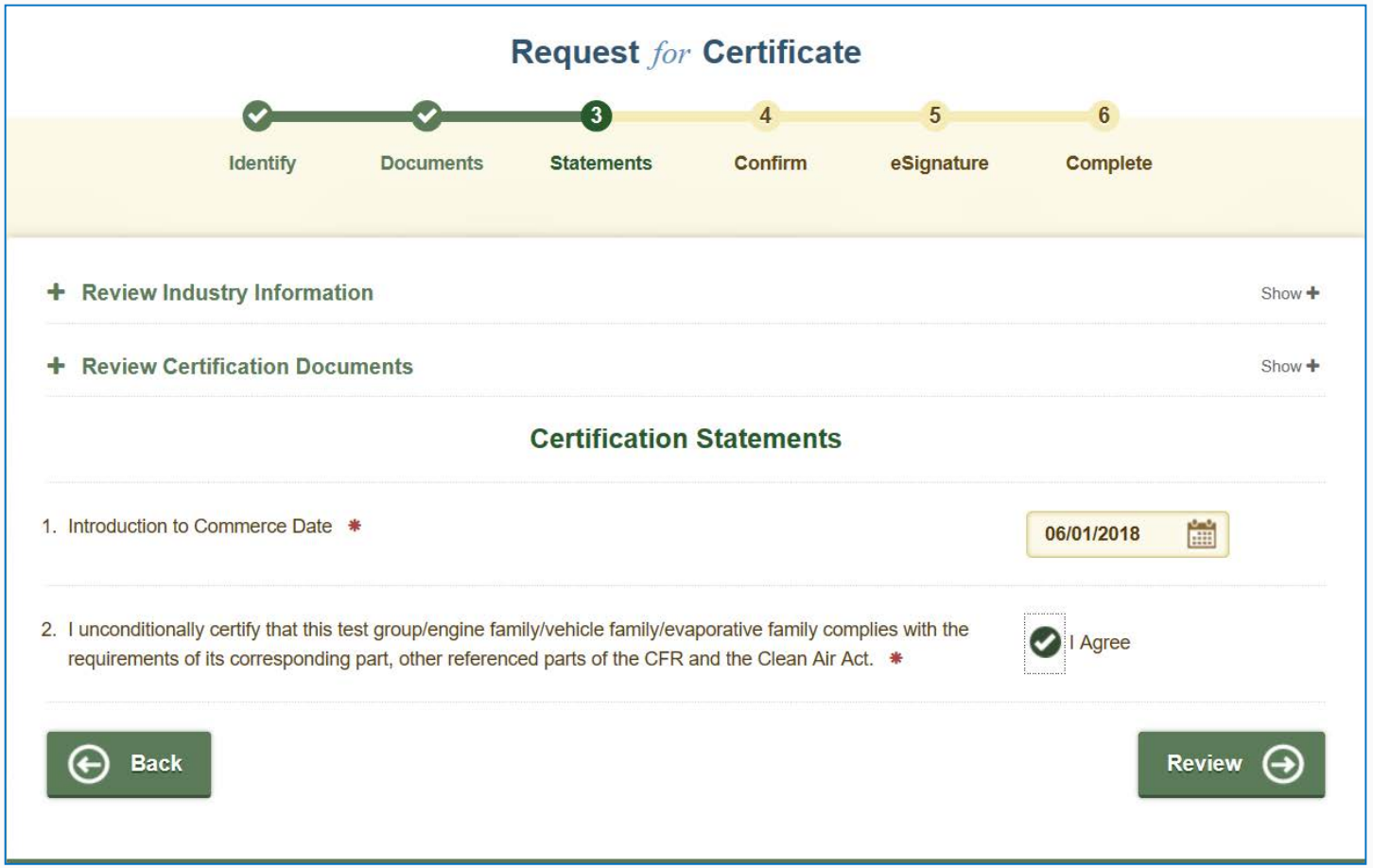
Submitting an RFC (4 of 9)

- Select one of each of the required document types and any additional documents applicable to the trailer family. If you have multiple versions of a document, make sure you are choosing the correct version.



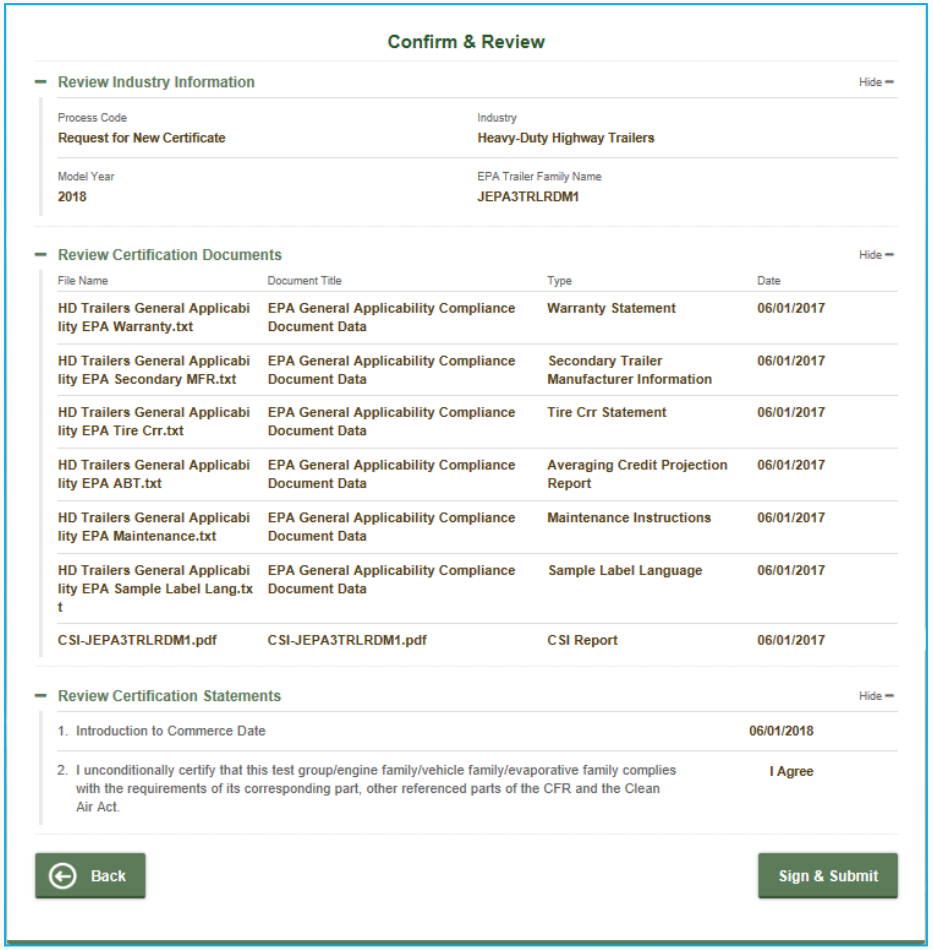
Submitting an RFC (5 of 9)

- Provide the Introduction into Commerce Date, agree to the compliance statement, and click the “Review” button.



Submitting an RFC (6 of 9)

- Review the information you provided. If you are satisfied with your information, click the “Sign & Submit” button.



Confirm & Review

Review Industry Information — Hide

Process Code	Industry
Request for New Certificate	Heavy-Duty Highway Trailers
Model Year	**EPA Trailer Family Name**
2018	JEPA3TRLRDM1

Review Certification Documents — Hide

File Name	Document Title	Type	Date
HD Trailers General Applicability EPA Warranty.txt	EPA General Applicability Compliance Document Data	Warranty Statement	06/01/2017
HD Trailers General Applicability EPA Secondary MFR.txt	EPA General Applicability Compliance Document Data	Secondary Trailer Manufacturer Information	06/01/2017
HD Trailers General Applicability EPA Tire Crr.txt	EPA General Applicability Compliance Document Data	Tire Crr Statement	06/01/2017
HD Trailers General Applicability EPA ABT.txt	EPA General Applicability Compliance Document Data	Averaging Credit Projection Report	06/01/2017
HD Trailers General Applicability EPA Maintenance.txt	EPA General Applicability Compliance Document Data	Maintenance Instructions	06/01/2017
HD Trailers General Applicability EPA Sample Label Lang.txt	EPA General Applicability Compliance Document Data	Sample Label Language	06/01/2017
CSI-JEPA3TRLRDM1.pdf	CSI-JEPA3TRLRDM1.pdf	CSI Report	06/01/2017

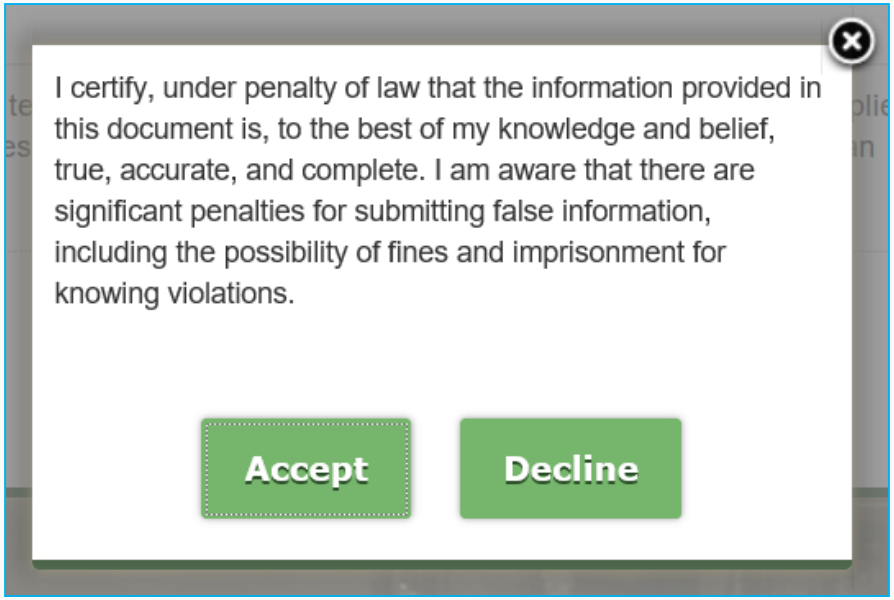
Review Certification Statements — Hide

1. Introduction to Commerce Date	06/01/2018
2. I unconditionally certify that this test group/engine family/vehicle family/evaporative family complies with the requirements of its corresponding part, other referenced parts of the CFR and the Clean Air Act.	I Agree

Back — Sign & Submit

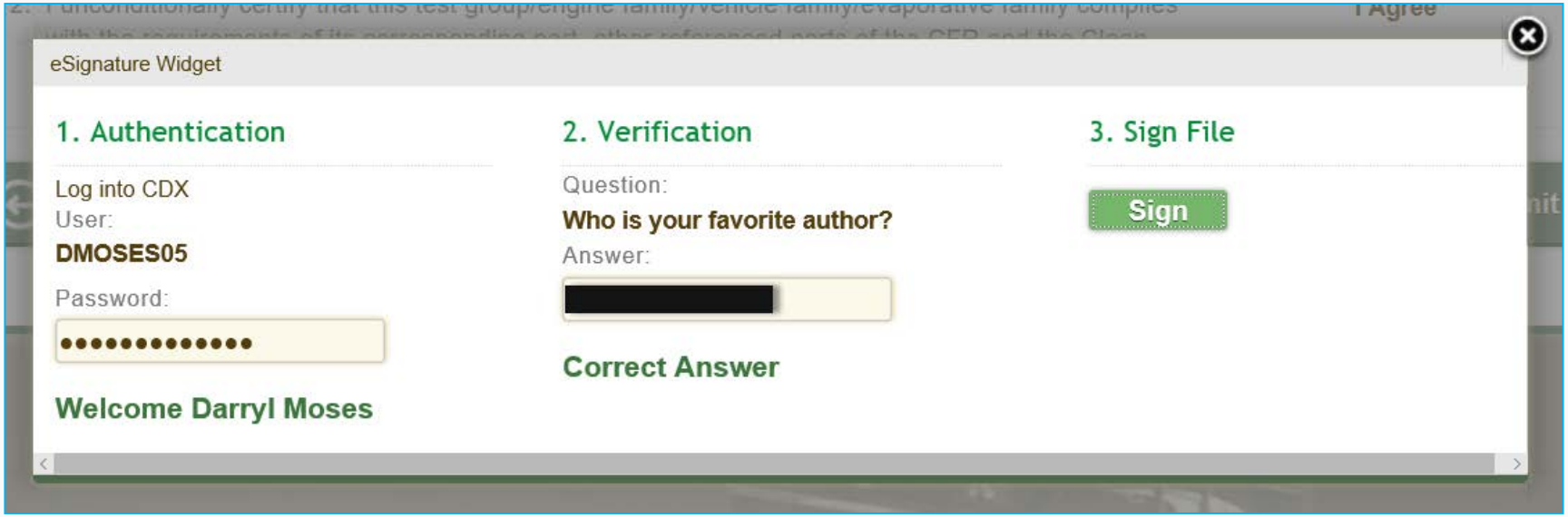
Submitting an RFC (7 of 9)

- Read the CROMERR Electronic Signature page, and click the “Accept” button to continue.



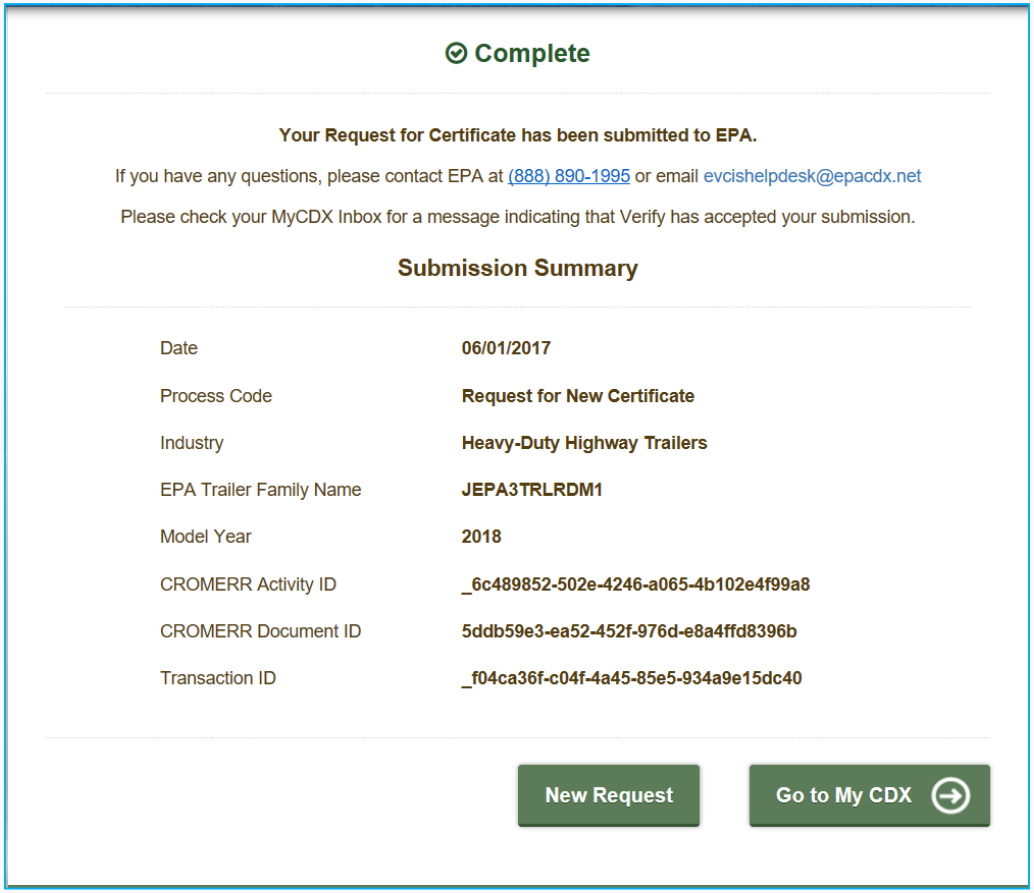
Submitting an RFC (8 of 9)

- You will need to provide your CDX password and answer one of your secret questions to sign your certification package. Provide the necessary information, and click the “Sign” button.



Submitting an RFC (9 of 9)

- You will receive a summary of your submission once you complete the process.



Complete

Your Request for Certificate has been submitted to EPA.

If you have any questions, please contact EPA at (888) 890-1995 or email evcishelpdesk@epacdx.net

Please check your MyCDX Inbox for a message indicating that Verify has accepted your submission.

Submission Summary

Date	**06/01/2017**
Process Code	**Request for New Certificate**
Industry	**Heavy-Duty Highway Trailers**
EPA Trailer Family Name	**JEPA3TRLRDM1**
Model Year	**2018**
CROMERR Activity ID	**_6c489852-502e-4246-a065-4b102e4f99a8**
CROMERR Document ID	**5ddb59e3-ea52-452f-976d-e8a4ffd8396b**
Transaction ID	**_f04ca36f-c04f-4a45-85e5-934a9e15dc40**

New Request | Go to My CDX

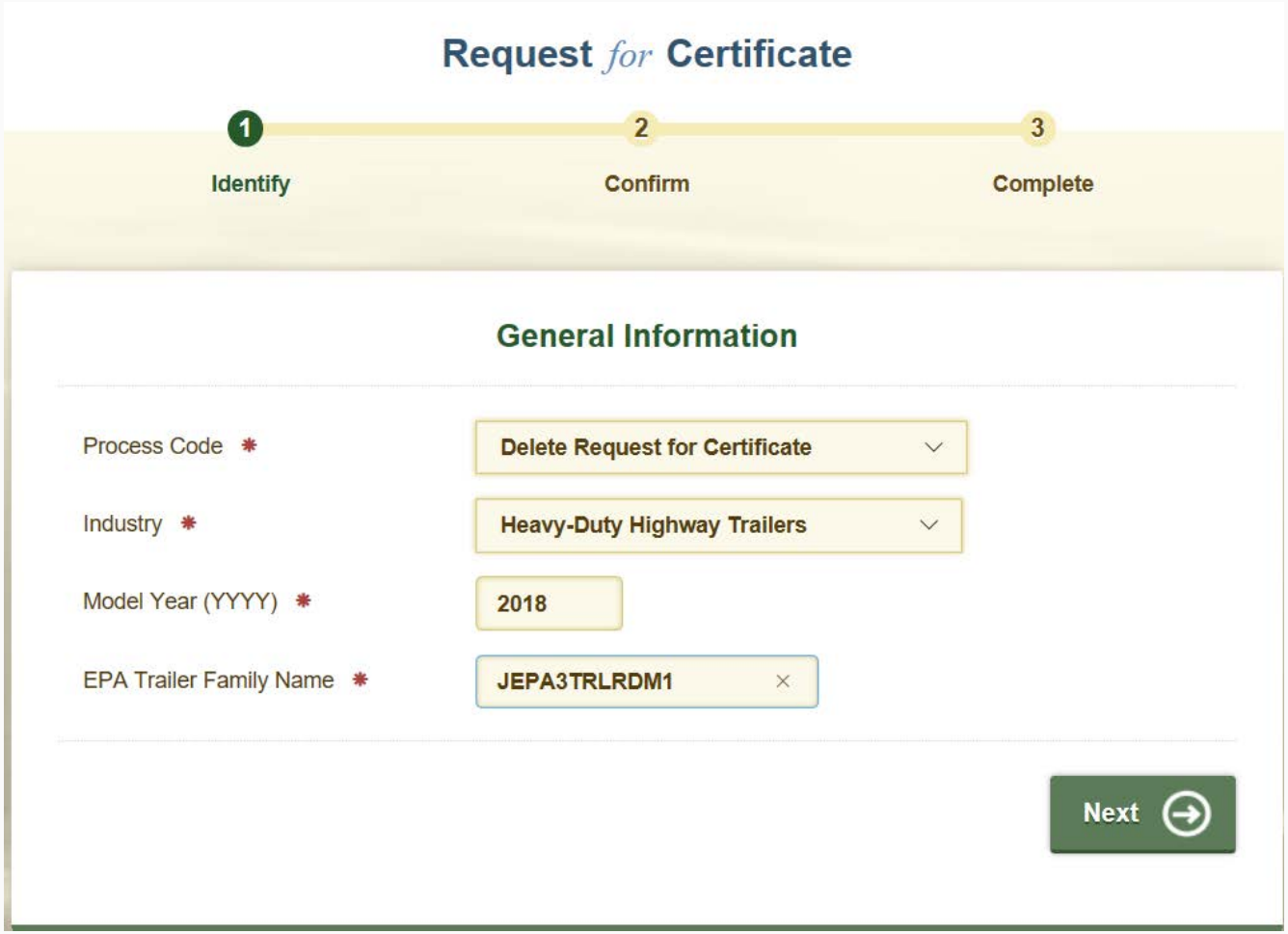
Submitting an RUC

- Submitting a ***Request for CSI Update (RUC)*** follows the same six-step process as submitting an RFC.
- ***Note:***
  - The family must already be certified, and an issued certificate must exist in Verify for the family.
  - The system does not detect whether or not information on the certificate has changed. If you are unsure about whether or not you need a new certificate, work with your EPA Certification Representative.

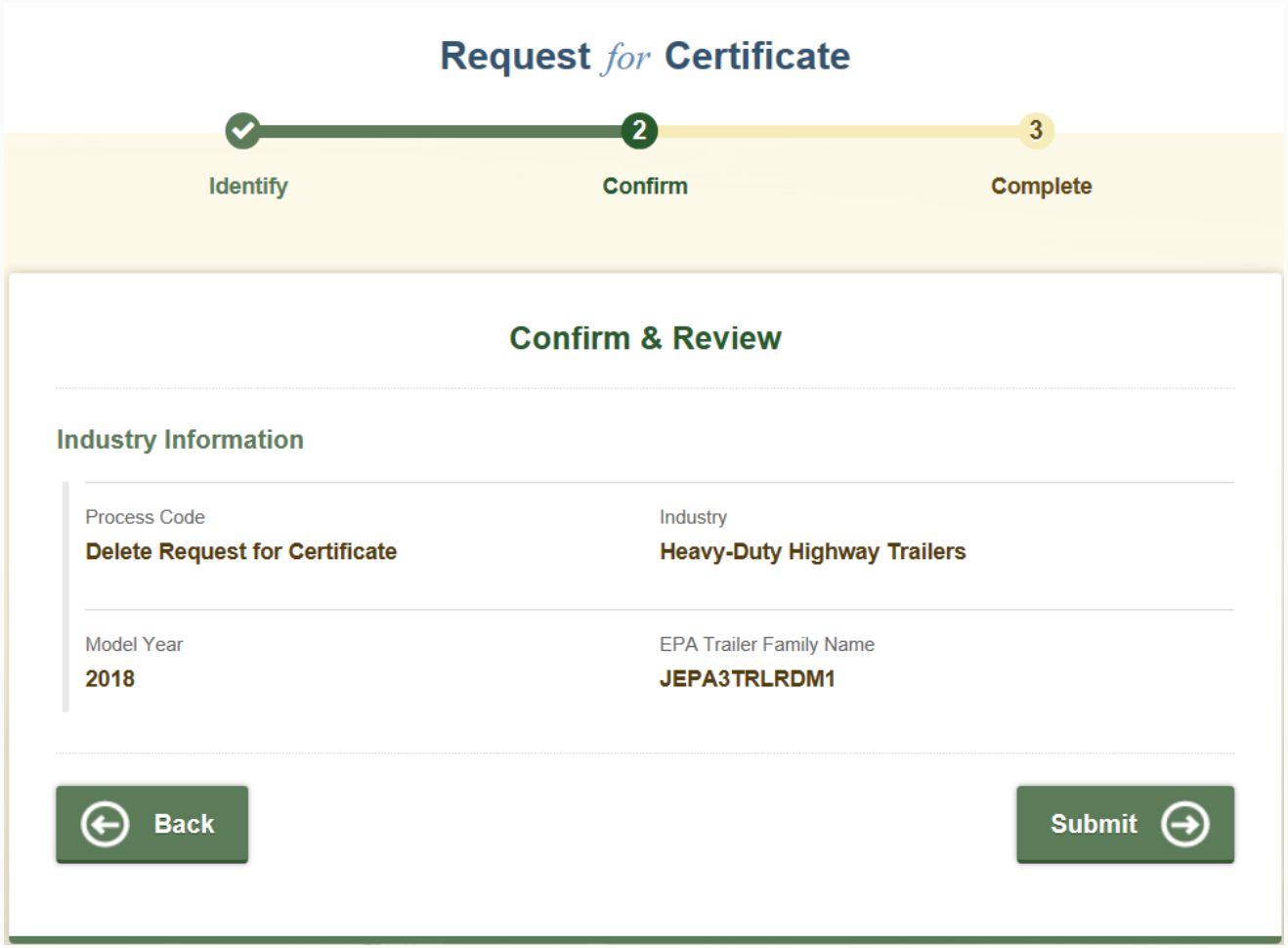
Deleting a Pending Request (1 of 4)

- Deleting an RFC/RUC follows a three-step process and can only be performed on a pending request.
- A pending request is one that has been submitted and that EPA has not taken any action on.

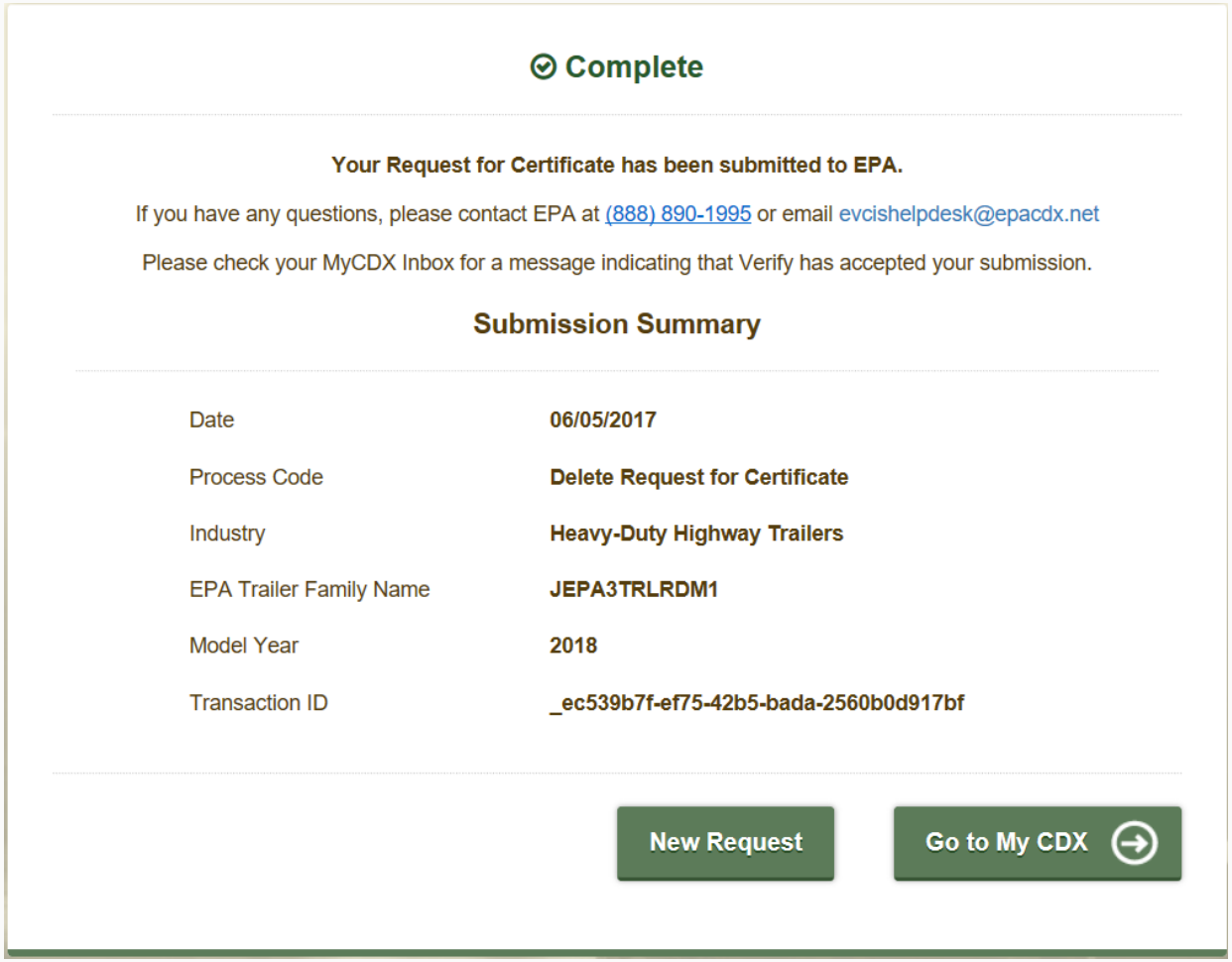
Deleting a Pending Request (2 of 4)



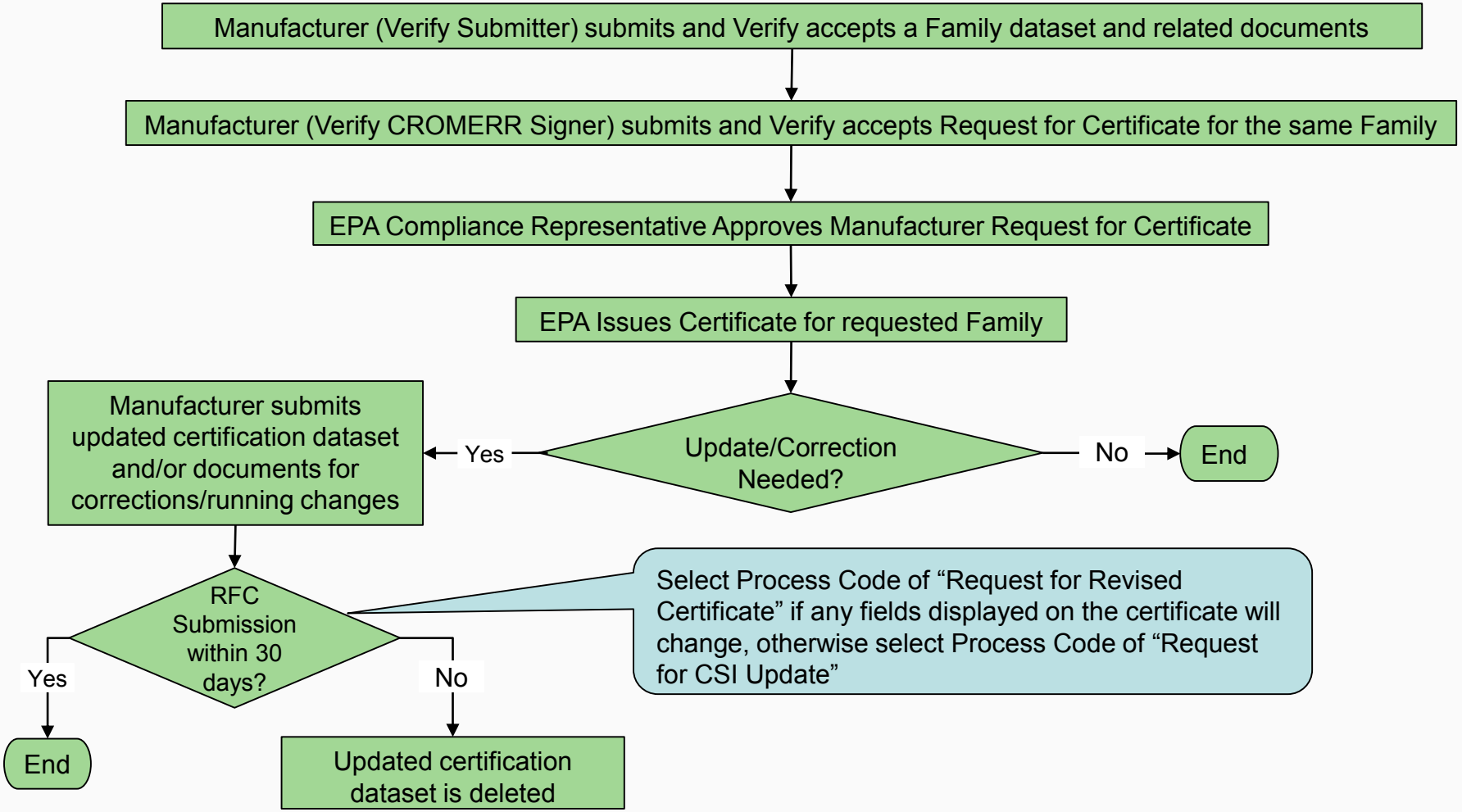
Deleting a Pending Request (3 of 4)



Deleting a Pending Request (4 of 4)



Verify Certification Process Overview



Expiration of Pending Datasets

- You will receive warning notifications after 15, 20, and 25 days of inactivity.
- To prevent expiration of a pending dataset, then within the 30-day window, either—
  - Submit updates to your family dataset; or
  - Submit the RFC/RUC for the family.
- It is recommended to save copies of your datasets locally so that you have records of your submissions.

Testing & Deployment Information

Preparing to Test in Staging

Establish Verify User(s) for Testing

- Submit a Verify ***User Registration Information*** spreadsheet to verify@epa.gov by Tuesday, June 13, 2017 that includes all of your testers.
  - Email Subject: Heavy-Duty Trailers System Testing
  - User Registration Information template located at: https://www.epa.gov/vehicle-and-engine-certification/information-spreadsheet-verify-user-registration
    - Include the “Heavy-Duty Trailers” role for all users.
    - Include at least one “CROMERR Signer” role to test the Request for Certificate process.

Preparing to Test in Staging

Complete User Registration for Test Account

- EPA will create the user accounts and assign your company's 3-character manufacturer code (if you do not already have one).
- Each individual user will receive an email from CDX once his/her user account has been created with the appropriate roles.
  - Use the Customer Retrieval Key (CRK) in the email to finish creating your CDX Test account.

Logging into CDX for Testing

- To log in
  - For testing, go to http://test.epacdx.net/
  - Enter your User ID and Password
    - If you do not remember your User ID or Password click on the “Forgot your Password” or “Forgot your User ID” links below the login box.
    - If you are still unable to log into CDX, contact the CDX helpdesk at 888-890-1995 and tell them you are having issues with your CDX Test account.

Verify Manufacturer Testing Information Dates

- Testing period is June 15, 2017 – June 30, 2017
- Follow-up meetings to discuss any issues/questions will be held on
  - Wednesday, June 21 at 2PM ET.
  - Tuesday, June 27 at 2PM ET.
- One Staging deployment is scheduled during the testing period. The system will be unavailable on Wednesday, June 28 after 5PM ET.

Verify Manufacturer Testing Information Issue Tracker Meeting Logistics

- Webinar & Call-in Information
  - https://epawebconferencing.acms.com/hdtrailer/
    - Login: [Enter as a Guest]
  - Call-in Information
    - Call-in Number: 866-299-3188
    - Conference Code: 7342144704#

Verify Manufacturer Testing Information Issue Trackers

- Record any issues you find on the provided issue tracker spreadsheet.
- We prefer to receive issue trackers daily so we can review any issues, however, issue trackers are due at the latest by 3PM ET on:
  - Tuesday, June 20, 2017
  - Monday, June 26, 2017
- Send issue trackers to verify@epa.gov, and copy your EPA Compliance Representative.
- If you have any problems during testing, contact your EPA Compliance Representative.

Production Deployment Information

- The Heavy-Duty Trailers Certification module will be deployed to production on Friday, July 28, 2017.

- The system will be available to manufacturers starting Monday, July 31, 2017.

Questions

Appendix A – Certification Support Documentation

Certification Support Documentation

- Documentation for Heavy-Duty Highway Trailers will be available at https://www.epa.gov/vehicle-and-engine-certification/certification-heavy-duty-hd-commercial-trucks-and-buses-and-onroad
  - Issue Tracker
  - MFR Testing Information Meeting Presentation
  - Data Requirements
  - Business Rules
  - XML Schema
  - Tire Configuration CSV Template

Appendix B – Manufacturer Interface Functionality

Manufacturer Interface Functionality

- Dynamic controls
  - Allows certain data elements or groups to be grayed out or to appear when certain questions are answered.
- Required fields
  - Denotes fields that are always required. These fields are denoted with a red asterisk (*).
- Select multiple values
  - Denotes fields where you can select all applicable values by holding CTRL and clicking. These fields are denoted with a blue plus sign (+).
- Save Form
  - Allows you to save a submission to your hard drive. You can save either a complete or partial submission.
- Review & Submit
  - Allows you to review your submission for any errors. Once the errors have been corrected, you can submit your data.
- CDX Inbox
  - Contains information about whether your submission was received, accepted or rejected and whether your certificate request was received, approved or denied.