

The background features a large, faint, circular watermark of the United States Environmental Protection Agency (EPA) seal. The seal includes the text "UNITED STATES ENVIRONMENTAL PROTECTION AGENCY" around the perimeter and a central emblem with a flower and a sun.

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.

The screenshot shows the EPA MyCDX Central Data Exchange interface. The top navigation bar includes links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The main content area is titled 'CDX Central Data Exchange' and shows the user is logged in as DMOSES05. The 'MyCDX' tab is selected, displaying a list of roles for various program services. The roles are listed in a table with columns for Status, Program Service Name, and Role. The roles are: Heavy-Duty Highway Trailers, Maintain Manufacturer Information, Upload Compliance Documents, View Manufacturer Information, and CROMERR Signer. The first three roles are grouped together in a red box, and the CROMERR Signer role is in another red box. Callout boxes explain that these roles are needed to test Heavy-Duty Highway Trailers and that the CROMERR Signer role is needed for the Verify-RFC program service.

Status	Program Service Name	Role
	VERIFY: Vehicles and Engines Compliance Information System	Heavy-Duty Highway Trailers
	VERIFY: Vehicles and Engines Compliance Information System	Maintain Manufacturer Information
	VERIFY: Vehicles and Engines Compliance Information System	Upload Compliance Documents
	VERIFY: Vehicles and Engines Compliance Information System	View Manufacturer Information
	Verify-RFC: Request an Engine, Vehicle or Component Certificate of Conformity (CROMERR)	CROMERR Signer

CDX Service Availability
[See the status for all program services](#)

News and Updates
No news/updates.

To test Heavy-Duty Highway Trailers, you need these three roles for the "VERIFY" Program Service...

... and the "CROMERR Signer" role for the "Verify-RFC" Program Service.

[Add Program Service](#) [Manage Your Program Services](#)



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.

The screenshot shows the EPA MyCDX Central Data Exchange interface. The top navigation bar includes links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The main content area is titled 'CDX Central Data Exchange' and includes a 'MyCDX' tab. A table titled 'Services' lists various program services with columns for Status, Program Service Name, and Role. A red callout bubble points to the 'Maintain Manufacturer Information' role in the table.

Status	Program Service Name	Role
	VERIFY: Vehicles and Engines Compliance Information System	Heavy-Duty Highway Trailers
	VERIFY: Vehicles and Engines Compliance Information System	Maintain Manufacturer Information
	VERIFY: Vehicles and Engines Compliance Information System	Upload Compliance Documents
	VERIFY: Vehicles and Engines Compliance Information System	View Manufacturer Information
	Verify-RFC: Request an Engine, Vehicle or Component Certificate of Conformity (CROMERR)	CROMERR Signer

Click to enter/update your company information (including plants and agents for service in U.S.)



Maintaining Manufacturer Information Industries

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

Manufacturer Information

Manufacturer Full Company Legal Name Environmental Protection Agency Manufacturer Code EPA

Industries*

Please include all applicable industries for which you will be requesting a certificate of conformity from EPA.
For each selected industry, please include the first model year you expect to request a certificate.

- ☐ Aircraft
- ☐ All Terrain Vehicle
- ☐ Alternative Fuel Converter (LDV/LDT/HDV Chassis Certified)
- ☐ Complete Heavy-Duty Highway Vehicle
- ☐ Electric Motorcycle
- ☐ Heavy-Duty Highway Clean Fuel Fleet
- ☐ Heavy-Duty Highway Gas and Diesel Engines
- ☐ Heavy-Duty Highway Evaporative
- ☐ Heavy-Duty Highway Tractors & Vocational Vehicles
- ☒ Heavy-Duty Highway Trailer

First Model Year 2018



Maintaining Manufacturer Information

Addresses (1 of 3)

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

Manufacturer	Addresses	Contact Information	Notification Emails	Test Labs	Divisions (Light-Duty Only)	Alternate Manufacturers	EPA Compliance Representatives
Company Address Information							
Address #1							
Address Label *		<input type="text" value="Agent for Service in US"/>		Example: Company Headquarters			
Address, First Line *		<input type="text" value="2000 Traverwood"/>					
Address, Second Line		<input type="text"/>					
Address, Third Line		<input type="text"/>					
Address, Fourth Line		<input type="text"/>					
City *		<input type="text" value="Ann Arbor"/>		Country *		<input type="text" value="United States"/>	
State *		<input type="text" value="MI = Michigan"/>		Zip Code *		<input type="text" value="48105"/>	
State/Province		<input type="text"/>		Postal Code		<input type="text"/>	
Active/Inactive Status *		<input type="text" value="Active"/>					



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)

Address #7

Address Label *

OTAQ DC Offices

Example: Company Headquarters

Address, First Line *

1200 Pennsylvania Avenue NW

Address, Second Line

Address, Third Line

Address, Fourth Line

City *

Washington

Country *

United States

State *

DC = District of Columbia

Zip Code *

20004

State/Province *

Postal Code *

Active/Inactive Status *

Active

Delete This New Address

Add New Address on Address Tab



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

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

Company Contact Information

Company Contact #1

Prefix Title

First Name * Middle Initial

Last Name * Suffix

Contact Role * Contact Role, If Other

Active/Inactive Status *

Contact Industry/Compliance Programs

Industry*	Compliance Program(s)*	
<input type="text" value="Select"/>	<input type="text" value="All"/> <input type="text" value="Certification"/> <input type="text" value="Confirmatory Test"/>	<input type="button" value="Delete"/>

Contact Address/Phone Information

Address *

Primary Email Address *

Secondary Email Address

Phone Number*	Phone Type*	
<input type="text" value="7342144444"/>	<input type="text" value="Phone"/>	<input type="button" value="Delete"/>



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)

Company Contact #7

Prefix	<input type="text" value="Mr."/>	Title	<input type="text" value="Computer Scientist"/>
First Name *	<input type="text" value="Darryl"/>	Middle Initial	<input type="text"/>
Last Name *	<input type="text" value="Moses"/>	Suffix	<input type="text" value="Select"/>
Contact Role *	<input type="text" value="Compliance Representative - Employee"/>	Contact Role, If Other	<input type="text"/>
Active/Inactive Status *	<input type="text" value="Active"/>		

Contact Industry/Compliance Programs

Industry*	Compliance Program(s)*	
<input type="text" value="Heavy-Duty Highway Trailers"/>	<input type="text" value="All Certification Confirmatory Test"/>	<input type="button" value="Delete"/>

Contact Address/Phone Information

Address *	<input type="text" value="OTAQ DC Offices, 1310 L St, Washington, DC"/>
	<input type="button" value="Add New Address on Address Tab"/>
Primary Email Address *	<input type="text" value="moses.darryl@epa.gov"/>
Secondary Email Address	<input type="text"/>

Phone Number*	Phone Type*	
<input type="text" value="202-564-2000"/>	<input type="text" value="Phone"/>	<input type="button" value="Delete"/>



Maintaining Manufacturer Information Notification Email Addresses

- Set up users to receive notifications of specific types.

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

Broadcast Notification Email Address Information

Use this form to indicate to which email addresses Verify should send broadcast notifications.

Notification Email Address #1

Notification Email Address * Email Notification Type *

Industry *
Heavy-Duty Highway Trailer

Active/Inactive

Notification Email Address #2

Notification Email Address * Email Notification Type *

Industry *
Heavy-Duty Highway Trailer

Active/Inactive

Notification Email Address #3

Notification Email Address * Email Notification Type *

Industry *
Heavy-Duty Highway Trailer

Active/Inactive



Maintaining Manufacturer Information

Test Labs

- Provide information about test labs.

Manufacturer

Addresses

Contact Information

Notification Emails

Test Labs

Divisions (Light-Duty Only)

Alternate Manufacturers

EPA Compliance Representatives

Manufacturer Test Labs

Verify Test Lab ID 1

Is this test lab owned by another manufacturer? *

No ▾

Active/Inactive Status *

Active ▾

Test Lab Description

Test Lab Name *

LOD

Test Lab Address *

NVFEL- Lab Building, 2565 Plymouth Rd, Ann Arbor, MI ▾

Add New Address

High Altitude? *

No ▾

Number of Analyst Sites *

2

Number of Climate Chambers *

1

Number of Dynos/Sheds/Test Sites *

4

Test Lab Reference

EPA Manufacturer Code of the Test Lab Owner

VERIFY Test Lab ID of the Test Lab Owner



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.

Trailer Assembly Plant Name*+ :

OTAQ DC WJC
OTAQ DC Offices
NVFEL- Lab Building
NVFEL - Office

Agent for Service in U.S. Name* :

Select
Moses, Darryl



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.

EPA United States Environmental Protection Agency

Home About Recent Announcements Terms and Conditions FAQ Help

CDX Central Data Exchange [Contact Us](#)
Logged in as DM0SE505 (Log out)

MyCDX Inbox My Profile Submission History E-Enterprise Portal

Status	Program Service Name	Role
	VERIFY: Vehicles and Engines Compliance Information System	Heavy-Duty Highway Trailers
	VERIFY: Vehicles and Engines Compliance Information System	Maintain Manufacturer Information
	VERIFY: Vehicles and Engines Compliance Information System	Upload Compliance Documents
	VERIFY: Vehicles and Engines Compliance Information System	View Manufacturer Information
	Verify-RFC: Request an Engine, Vehicle or Component Certificate of Conformity (CROMERR)	CROMERR Signer

[Add Program Service](#) [Manage Your Program Services](#)

CDX Service Availability
See the status for all program services.

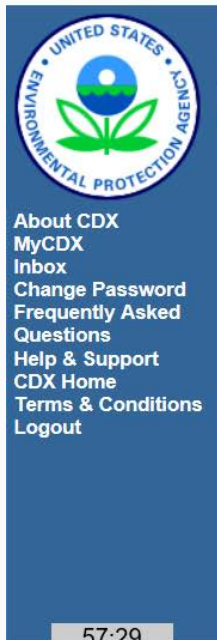
News and Updates
No news/updates.

Click to enter certification data.



Submitting Certification Data

Certification Home



About CDX
MyCDX
Inbox
Change Password
Frequently Asked
Questions
Help & Support
CDX Home
Terms & Conditions
Logout

57:29
Click here
to reset timer

U.S. Environmental Protection Agency

Verify: Engine and Vehicle Compliance System

Logged in as, DM0SES05. Manufacturer: EPA - EPA ([Logout](#))

[MyCDX](#) > Heavy-Duty Highway Trailers

Heavy-Duty Highway Trailers

- Certification

- Certification Information Submission

- [Start New Dataset](#)
 - [Upload Existing Dataset](#)
 - [Submit Batch Dataset](#)
 - [Request Dataset Report](#)
 - [Delete Dataset](#)

- [Upload Certification Documents](#)

You are in an encrypted secure session.

Help Desk: [\(888\) 890-1995](#) Email: evcishelpdesk@epacdx.net
[EPA Home](#) | [Privacy and Security Notice](#) | [Contact Us](#)

URL: <http://www.epa.gov/epahome/usenotice.htm>



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

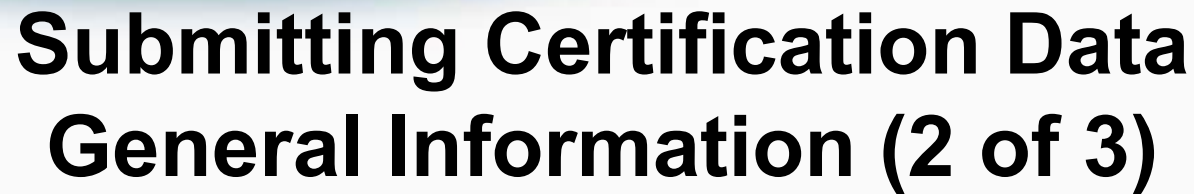
General Information (1 of 3)

Certification Information Submission

* or  = required field

+ = CTRL-click to select and deselect multiple values

General Information		Component Information		Emission Determination	
General Information					
Manufacturer Code	EPA				
Process Code* :	<input type="text" value="Select"/>	Model Year* :	<input type="text" value="Select"/>		
EPA Trailer Family Name* :	<input type="text"/>	Are you a small business as defined in 1037.150(c)* :	<input type="text" value="Select"/>		
Running Change Type+ :	<div>FEL = FEL Update TIRE = Tire Update (Change, delete, or add additional, tire information) AERO = Aerodynamics Update TCE = Trailer Compliance Equation Update WTRED = Weight Reduction Update DSC = Trailer Family Description Update OFFTECH = Off-Cycle Technology Update</div>				
Field Edits/Changes/Corrections(1000 characters available)					
<div></div>					
Trailer Family Subcategory* :	<input type="text" value="Select"/>				
Are you combining dissimilar trailer subcategories into a single family according to 1037.230(d)(3)* :	<input type="text" value="Select"/>				



30



Submitting Certification Data

General Information (3 of 3)

Estimated Total U.S. Production Volume* :	<input type="text"/>	Do you plan to use the Transitional Allowance under 1037.150(v)? :	<input type="text" value="Select"/>
Production Start Date (MM/DD/YYYY)*:	<input type="text"/>	Production End Date (MM/DD/YYYY)*:	<input type="text"/>
Are you a secondary trailer manufacturer as defined in 1037.6207* :	<input type="text" value="Select"/>	Original Trailer Manufacturer Name :	<input type="text"/>

Trade Name of Trailers in Family*	+ Add
<input type="text"/>	- Delete

Trailer Family Comments (4000 characters available)

Trailer Assembly Plant Name*+ :	<div>Agent for Service in US OTAQ AA Office Building OTAQ DC WJC OTAQ DC Offices</div>	Agent for Service in U.S. Name* :	<input type="text" value="Select"/>
---------------------------------	--	-----------------------------------	-------------------------------------


Port-Import Information

U.S. Port of Import - Name*	City*	State*	+ Add
<input type="text"/>	<input type="text"/>	<input type="text" value="Select"/>	- Delete



Submitting Certification Data Component Information (1 of 3)

Certification Information Submission

* or  = required field

+ = CTRL-click to select and deselect multiple values

General Information

Component Information

Emission Determination

Emission Control Identifier*+ :

LRRA = Low rolling resistance tires (all, including trailers)
TGRT = Gap reducing trailer fairing (tractor to trailer gap)
TATS = Trailer aerodynamic side skirt
TARF = Trailer aerodynamic rear fairing
TAUD = Trailer aerodynamic underbody device
ATI = Automatic tire inflation system
TPMS = Tire pressure monitoring system
WRTW = Weight-reducing trailer wheels
WRTC = Weight-reducing trailer upper coupler plate
WRTS = Weight-reducing trailer axle sub-frames
WBSW = Wide-base single trailer tires with steel wheel
WBAW = Wide-base single trailer tires with aluminum wheel
WBLW = Wide-base single trailer tires with light-weight aluminum alloy wheel
DWSW = Dual-wide trailer tires with steel wheel
DWAU = Dual-wide trailer tires with aluminum wheel
DWLW = Dual-wide trailer tires with light-weight aluminum alloy wheel

Aerodynamic Improvement Device

Are any aerodynamic improvement devices used on this trailer family* :

Yes

Aerodynamic Improvement Device Name*	Aerodynamic Improvement Device U.S. EPA Approval Number*	+ Add
<input type="text"/>	<input type="text"/>	Delete



Submitting Certification Data Component Information (2 of 3)

Tire Configuration

Upload Tire Configurations from a CSV File

Local CSV File :

You can upload Tire Configurations for your Trailer Family from a properly formatted CSV file from your (manufacturer) workstation.

WARNING: Tire Configurations uploaded from this file will replace any tire configurations you may have already entered!

Add a new tire configuration or select a tire configuration to edit.

Selected	Tire Manufacturer	Tire Model	Tire Size	Errors	
<input type="checkbox"/>	Pending Entry	Pending Entry	Pending Entry		<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Tire Configuration Details

Tire Manufacturer* :

Tire Crr (kg/metric ton)* :

Tire Model* :

Tire Size* :

Axle Configuration*+ :

S = Single
D = Double
T = Triple

Wheel Weight Reduction Information

Will wheel-related weight reduction be claimed per 1037.520(e)(1)?* :

Wheel Type *	Wheel Material *	Number of Wheels *	
Select	Select	<input type="text"/>	<input type="button" value="+ Add"/> <input type="button" value="Delete"/>



Submitting Certification Data

Component Information (3 of 3)

Non Wheel Weight Reduction Information

Will non-wheel related weight reduction be claimed per 1037.515(d)(2)?* :

Non-Wheel Weight Reduction Technology*	<input type="button" value="+ Add"/>
<input type="text" value="Select"/>	<input type="button" value="Delete"/>

Off-Cycle Technology

Is this trailer family using an approved off-cycle technology?*:


Off-Cycle Technology #1

Off-Cycle Technology ID* :	<input type="text"/>	Off-Cycle Technology Name* :	<input type="text"/>
Off-Cycle Technology U.S. EPA Approval Number* :	<input type="text"/>	Off-Cycle Technology Approval Date (MM/DD/YYYY)* :	<input type="text"/>
Off-Cycle Technology Improvement Type* :	<input type="text" value="Select"/>		
Off-Cycle Improvement Factor* :	<input type="text"/>	Off-Cycle Emission Rate Separate Credit Amount (g CO2/ton-mile)* :	<input type="text"/>
Off-Cycle Weight Reduction (lbs)* :	<input type="text"/>	Off-Cycle Technology Projected Production Volume* :	<input type="text"/>
Off-Cycle Technology Description* :	<input type="text"/>		



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.

 **Central Data Exchange**

[Contact Us](#)
Logged in as DMOSES05 ([Log out](#))

[MyCDX](#) **[Inbox](#)** [My Profile](#) [Submission History](#) [E-...](#)

Click the sender to open the message.


18 items found; displaying 1 to 18. Page 1 of 1

<input type="checkbox"/>	<u>From</u>	<u>Subject</u>	<u>Received</u>
<input type="checkbox"/>	Verify Administrator	"Submission Failed Due to XML schema validation errors. "	5/31/2017 7:54:08 PM
<input type="checkbox"/>	Verify Administrator	Submission Rejected. EPA HD Trailer Certification Dataset JEPAN0.55DM1	5/31/2017 7:45:14 PM
<input type="checkbox"/>	Verify Administrator	Submission Rejected. EPA HD Trailer Certification Dataset JEPAN0.55DM1	5/31/2017 6:40:50 PM
<input type="checkbox"/>	Verify Administrator	Certificate Request for EPA Engine Family JEPAN0.55DM1 Issued	5/8/2017 6:22:37 PM
<input type="checkbox"/>	Verify Administrator	Request for Certificate for JEPAN0.55DM1 Received	5/8/2017 6:21:48 PM



MyCDX Inbox – Inbox Message

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

 **Central Data Exchange**

[Contact Us](#)
Logged in as DMOSES05 ([Log out](#))

[MyCDX](#) [Inbox](#) [My Profile](#) [Submission History](#) [E-Enterprise Portal](#)

Submission Rejected. EPA HD Trailer Certification Dataset JEP3TRLRDM1

From Verify Administrator

Date 5/31/2017 7:45:14 PM

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

Transaction Identifier: _b31e1be3-219b-4996-94c1-d197d9b47e25

Click [here](#) to view the status history.

Thank you for submitting your request to Verify via CDX.

[Back to Inbox](#) [Print](#) [Delete](#)



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
		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.
Wed 05/31/2017 7:45 PM	Completed	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.

CO2 Trailer Configuration Details

CO2 Trailer Configuration Type Identifier : HS
Tire Rolling Resistance Coefficient Measure : 8.8
Configuration Aerodynamic Improvement Indicator : Y
Configuration Composite Delta Aerodynamic Drag Value : 2.2
Configuration Aerodynamic Bin Level Identifier : 7
Delta Aerodynamic Drag Value : 1.8
Weight Reduction Measure : 10
Tire Pressure System Identifier : COMB
Configuration Off Cycle Improvement Factor Value : 0.25
Off Cycle Separate Credit Amount Value : 8
ConfigurationCO2 Emission Rate Value : 12.4

This submission was rejected
due to violation of business rules
which are displayed here.

Transaction Status Details

Transaction Status Identifier : REJECTED
Transaction Message Text : HDT-BR067 - The Configuration CO2 Emission Rate (HDT-26) calculated for the CO2 Trailer Configuration Details (HDT-GRP-24) group with CO2 Trailer Configuration Type (HDT-18) equal to 'LP' (Lowest Projected CO2 Trailer Configuration) must be less than or equal to the Configuration CO2 Emission Rate (HDT-26) calculated for all other CO2 Trailer Configuration Details (HDT-GRP-24) groups.
Transaction Message Text : HDT-BR059 - Off-Cycle Improvement Factor (HDT-51) must be less than or equal to 1.0000.

Submit Modify Date : 1496274088097



MyCDX Inbox – Status History (Accepted Dataset)

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

The status of your submission is shown below:

- Submission
 - Document Name: [HeavyDutyHighwayTrailerGreenhouseGasSubmission.xml](#)
 - Transaction Id: _def37e28-6c2f-4e1d-b0e3-d62592e58593
 - Date Originally Submitted: 06/01/2017

- Status History

Date	Status	Description
Thu 06/01/2017 11:56 AM	Completed	<p>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.</p> <p>The following is a summary of the processing report:</p> <p>Total Datasets Submitted: 1 Accepted Datasets: 1 Rejected Datasets: 0</p>

- Returned Documents
 - [CSI-JEPA3TRLRDM1.pdf](#)
 - [SubmissionProcessingReport.xml](#)

Click this link to view
your CSI Report.

[Back To Inbox](#)



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	JEP3TRLRDM1	Model Year	2018
Certificate Number	N/A	Certificate Effective Date	N/A
Certificate Issue Date	N/A	Certificate Revision Number	N/A
Certificate Revision Date	N/A		
General Information			
Trailer Family	JEP3TRLRDM1	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	Do you plan to use the Transitional Allowance under 1037.150(v)?	No
Estimated Total U.S. Production Volume	2000	Production End Date (MM/DD/YYYY)	05/31/2018
Production Start Date (MM/DD/YYYY)	01/01/2018	Original Trailer Manufacturer Name	-
Are you a secondary trailer manufacturer as defined in 1037.620?	No		
Trade Name of Trailers in Family			

Page 1 of 4 CSI Submission/Revision Date: Thu Jun 01 11:52:23 EDT 2017



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.

U.S. Environmental Protection Agency

Verify: Engine and Vehicle Compliance System

MyCDX > Heavy-Duty Highway Trailers
Heavy-Duty Highway Trailers

Logged in as, DMOSES05. Manufacturer: EPA - EPA ([Logout](#))

- Certification
 - Certification Information Submission
 - [Start New Dataset](#)
 - [Upload Existing Dataset](#)
 - [Submit Batch Dataset](#)
 - [Request Dataset Report](#)
 - [Delete Dataset](#)

[Upload Certification Documents](#)

You are in an encrypted secure session.

Help Desk: (888) 890-1995 Email: evcishelpdesk@epacdx.net
[EPA Home](#) | [Privacy and Security Notice](#) | [Contact Us](#)

URL: <http://www.epa.gov/epahome/usenotice.htm>

57:29
Click here
to reset timer



Uploading Certification Documents

Upload Heavy-Duty Highway Trailers Certification Documents

* or * = required field

+ = CTRL-click to select and deselect multiple values

? Help

Use this page to submit your documents pertaining to general data or specific Trailer Family data. You can upload multiple files at a time.

Please create individual ZIP files for larger files.

Document Applicability* :

Trailer Family :

Model Year*+ :
2021
2020

Due to memory and file size constraints the total size of all the files to be uploaded should not exceed 100MB.

Document #1

Delete

Document Type* :

Confidentiality Status* :

Local File* : Browse...

+ Add

✓ Review & Submit

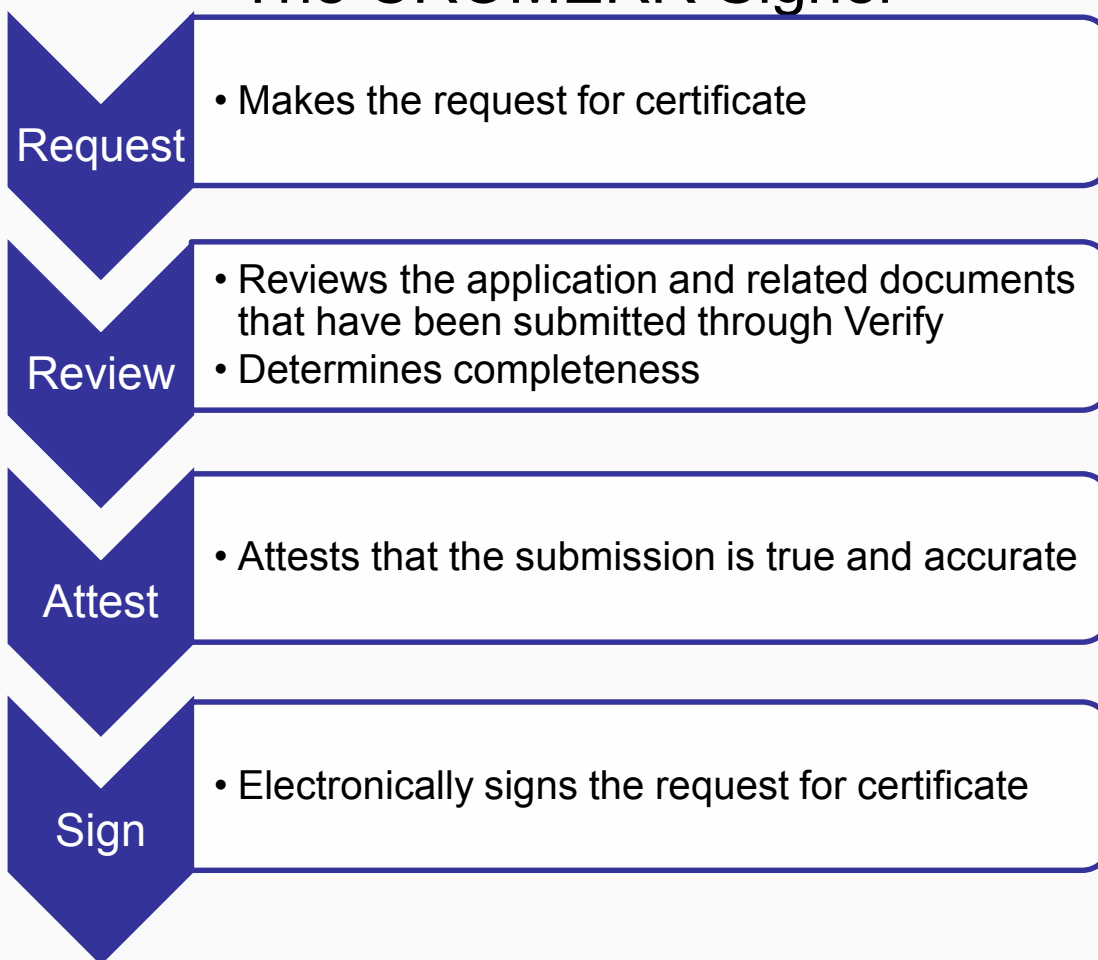


Requesting a Certificate



CROMERR Signer Role in Request for Certificate Module

The CROMERR Signer





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.

EPA United States Environmental Protection Agency

Home About Recent Announcements Terms and Conditions FAQ Help

CDX Central Data Exchange

Contact Us
Logged in as DM0SE505 (Log out)

MyCDX Inbox My Profile Submission History E-Enterprise Portal

Status	Program Service Name	Role
	VERIFY: Vehicles and Engines Compliance Information System	Heavy-Duty Highway Trailers
	VERIFY: Vehicles and Engines Compliance Information System	Maintain Manufacturer Information
	VERIFY: Vehicles and Engines Compliance Information System	Upload Compliance Documents
	VERIFY: Vehicles and Engines Compliance Information System	View Manufacturer Information
	Verify-RFC: Request an Engine, Vehicle or Component Certificate of Conformity (CROMERR)	CROMERR Signer

Add Program Service Manage Your Program Services

CDX Service Availability
See the status for all program services

News and Updates
No news/updates.

Click to submit a Request for Certificate (RFC) or Request for CSI Update



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)

Request *for* Certificate

1 Identify 2 Documents 3 Statements 4 Confirm 5 eSignature 6 Complete

General Information

Process Code * Request for New Certificate

Industry * Heavy-Duty Highway Trailers

Model Year (YYYY) * 2018

EPA Trailer Family Name * JEPA3TRLRDM1

Next →



Submitting an RFC (2 of 9)

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

General Information

Please correct the following errors.

- Error: Input validation failed!
- Please enter a valid 12-character Engine Family/Test Group Name.

Process Code *

Request for New Certificate

Industry *

Heavy-Duty Highway Trailers

Model Year (YYYY) *

2018

EPA Trailer Family Name *

JEPA3TRLRDM

Next →



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).

Filter

Select Document Type

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

← Re-start

Next →



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.

Filter

Select Document Type

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

← Re-start

Next →



Submitting an RFC (5 of 9)

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

Request *for* Certificate

✓

✓

3

4

5

6

IdentifyDocumentsStatementsConfirmeSignatureComplete

+ Review Industry Information

Show +

+ Review Certification Documents

Show +

Certification Statements

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

Review →



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

Process Code

Request for New Certificate

Industry

Heavy-Duty Highway Trailers

Model Year

2018

EPA Trailer Family Name

JEPA3TRLRDM1

Review Certification Documents

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 Language.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

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.

A screenshot of a web-based electronic signature confirmation dialog box. The dialog box has a white background and a grey border. It contains a paragraph of text certifying the accuracy of the information provided. At the bottom, there are two green buttons: "Accept" and "Decline". The "Accept" button is highlighted with a dashed border. A small "X" icon is visible in the top right corner of the dialog box.

I certify, under penalty of law that the information provided in this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Accept **Decline**



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.

A screenshot of an "eSignature Widget" interface. The widget is divided into three main sections: "1. Authentication", "2. Verification", and "3. Sign File". In the "1. Authentication" section, there is a "Log into CDX" label, a "User:" field with the text "DMOSES05", a "Password:" field with a masked password of ten dots, and a "Welcome Darryl Moses" message. In the "2. Verification" section, there is a "Question:" field with the text "Who is your favorite author?", an "Answer:" field with a masked answer, and a "Correct Answer" label. In the "3. Sign File" section, there is a green "Sign" button. The widget has a close button in the top right corner and a scroll bar at the bottom.



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](tel:8888901995) 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)

Request *for* Certificate

1 Identify 2 Confirm 3 Complete

General Information

Process Code * Delete Request for Certificate

Industry * Heavy-Duty Highway Trailers

Model Year (YYYY) * 2018

EPA Trailer Family Name * JEP3TRLRDM1

Next →



Deleting a Pending Request (3 of 4)

Request *for* Certificate

✓

2

3

Identify

Confirm

Complete

Confirm & Review

Industry Information

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

← Back

Submit →



Deleting a Pending Request (4 of 4)

✔ Complete

Your Request for Certificate has been submitted to EPA.

If you have any questions, please contact EPA at [\(888\) 890-1995](tel:8888901995) or email evcishelpdesk@epacdx.net

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

Submission Summary

Date	06/05/2017
Process Code	Delete Request for Certificate
Industry	Heavy-Duty Highway Trailers
EPA Trailer Family Name	JEPA3TRLRDM1
Model Year	2018
Transaction ID	_ec539b7f-ef75-42b5-bada-2560b0d917bf

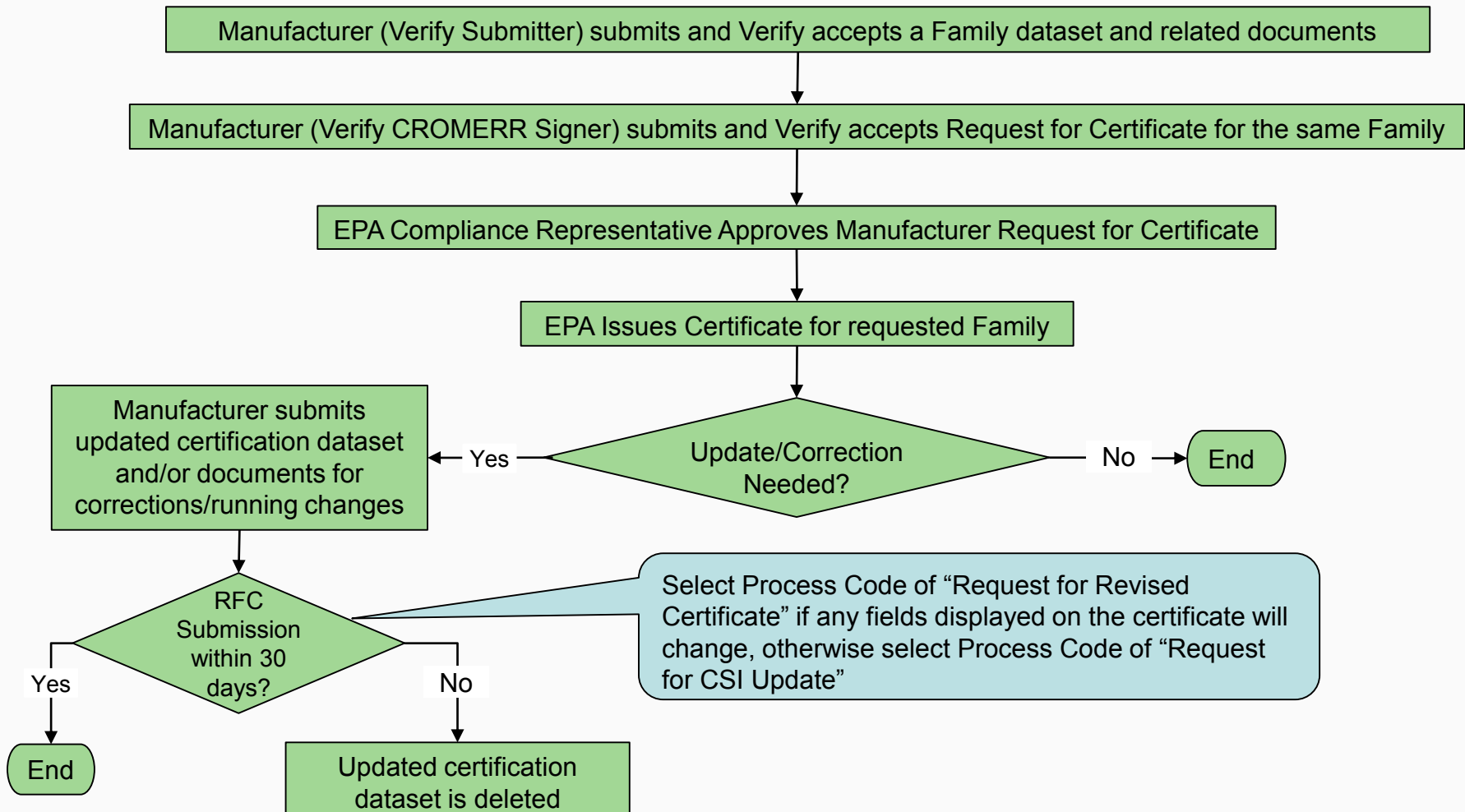
New Request

Go to My CDX





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.