

Fixing Common Errors in your Application for Certification

Spark-Ignition Engine, Equipment and Vehicle Compliance

This United States Environmental Protection Agency (or EPA) tutorial provides a general overview of the common errors that occur when submitting an application for certification. The information in this tutorial is applicable to the industry sectors of the Gasoline Engine Compliance Center of the Compliance Division in the Office of Transportation and Air Quality. It is our intent to provide helpful information and not set new policy in this tutorial. This tutorial applies to manufacturers of nonroad spark-ignition (or SI) engines, equipment, vehicles, and evaporative components and on-highway SI motorcycles and heavy-duty engines.

EPA Disclaimer: The United States Environmental Protection Agency (or EPA) has prepared this tutorial video for use as general information only. It is the intent of the EPA that this video provide an overview of information already available to the public and the regulated community through EPA's published websites, Agency Guidance Documents, Code of Federal Regulations (or CFR) and applicable Federal Statutes. The viewer of this video should not rely on information contained therein as a substitute for following the applicable regulation and statute concerning certification and compliance of engines, equipment and vehicles. This video does not replace any law or guidance document or set any new EPA policy or procedure not already contained in the CFR, Clean Air Act, or other applicable Federal law. This video is not a substitute for meeting the certification and compliance requirements under the applicable regulations and statute. Viewers should confirm questions and concerns with the EPA's designated certification representative for the applicable vehicle or engine class.

Topics

This tutorial will provide an overview of the Gasoline Engine Compliance Center (or GECC) application dataset.

We will address how to locate errors in the EV-CIS application dataset and common errors made when submitting an application for certification.

A helpful resources section is provided at the end of this tutorial

The Gasoline Engine Compliance Center (or GECC) Industry Sectors

The GECC covers the certification and compliance activities for the following Industry Sectors:

- All-Terrain Vehicles (or ATVs or Recreational Vehicles);
- Heavy-Duty On-Highway Evaporative Systems (or HD EVAP);
- Heavy-Duty Spark-Ignition On-Highway Engines (or HD SI);
- Large Nonroad Spark-Ignition Engines (or Large SI);
- Marine Spark-Ignition Engines (or Marine SI);
- Nonroad Evaporative Components (including fuel lines, tanks and caps);

- Nonroad Evaporative Equipment & Vessels;
- Nonroad Evaporative Portable Fuel Containers (or PFCs);
- Off-Highway Motorcycles (Recreational Vehicles);
- On-Highway Motorcycles;
- Small Nonroad Spark-Ignition Engines & Equipment (or Small SI);
- Snowmobiles (Recreational Vehicles); and
- Utility Vehicles.

EV-CIS Application Dataset

- All manufacturers must enter data on application dataset forms which contain data fields.

Locating Errors in the EV-CIS Application Dataset

Manufacturers must locate and correct dataset errors before requesting a certificate.

Errors are identified in two areas after entering information on the dataset:

- On top of the dataset form itself (in red) after entering and submitting data; and
- In the Submission Processing Report (a notification will be sent to your CDX Inbox).

For assistance, contact the EV-CIS help desk at 202-747-5320 or send an email to evcishelpdesk@epacdx.net.

Errors Listed on Application Dataset Screen (In Red).

Manufacturers must correct data/information in the EV-CIS application for certification before submitting it.

- After the data is submitted, any errors found will appear at the top of the screen in red.
- The red errors must be corrected before the dataset can be submitted.

- Save your CDX/XML files on your computer for later use.
- Contact the EV-CIS help desk if assistance is needed.

EV-CIS: Engines and Vehicles - Compliance Information System

EV-CIS Home > Fuel Line > New Submission

Evaporative Component Submission Form - Fuel Line

* or = required field
+ = CTRL-click to select and deselect multiple values

Evaporative Family | **Test Information**

- Process Code is a required field.
- Model Year is a required field.
- Applicable CFR Part is a required field.
- Carryover Indicator is a required field.

General Information

Manufacturer Code :	EPA	Process Code :
Manufacturer Name * :	Environmental Protection Agency	Evaporative Family * :
Model Year * :	Select ▼	

Evaporative Family Information

Update/Correction Type :	Select ▼	
Applicable CFR Part * :	Select ▼	Carryover Indicator * :
Carryover Original Certification Model Year :	Select ▼	Carryover Original Evaporative Fa

Alternative Trade Name(s)

Cold Weather Fuel Line Indicator : Yes ▼

Low-Emission Fuel Line Indicator

Note: If Cold Weather

58:46
Click here to reset timer

Your application is not entered or seen in EV-CIS by the EPA certification representative until the errors in red are corrected and the submission is accepted. All errors must be resolved.

There are additional error checks performed when the application is submitted and, if found, your submission will be rejected. Please see the CDX Inbox section for error message details.

CDX Inbox: Submission Notifications

Go to the CDX Inbox for submission notifications and links. As stated earlier, additional error checks are performed when the application is submitted and, if found, your submission will be rejected. The notification on your submission status is sent to the CDX Inbox. See the CDX Inbox section for error messages details.

The screenshot shows the EPA Central Data Exchange (CDX) interface. At the top is the EPA logo and navigation links: Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. Below this is the CDX header with the text 'Central Data Exchange' and a 'Contact Us' link. A user is logged in as 'TVALLION' with a 'Log out' link. A secondary navigation bar includes 'MyCDX', 'Inbox' (selected), 'My Profile', 'Submission History', 'Payment History', and 'E-Enterprise Portal'.

The main content area displays a list of 119 items found, showing items 1 to 20. The list is a table with columns: From, Subject, and Received. The first three items are from 'Verify Administrator' and all have the subject 'Submission Rejected. EPA NRSI Evaporative Component Dataset LEPAPLINEXYZ'. The 'Received' dates for these are 5/21/2019 at 3:40:47 AM, 3:32:36 AM, and 3:14:00 AM respectively. The next three items are from 'Verify Administrator' with subjects 'Submission Rejected. EPA NRSI Evaporative Component Dataset LEPAPLINEXYZ', 'Submission Rejected. EPA NRSI Evaporative Component Dataset KEPAPHHEQST3', and 'Submission Rejected. EPA NRSI Evaporative Component Dataset KEPAPHHEQST3'. Their 'Received' dates are 2/12/2019 at 12:08:56 PM, 8/27/2018 at 11:23:03 AM, and 8/27/2018 at 10:43:24 AM respectively.

☐	From	Subject	Received
☐	Verify Administrator	Submission Rejected. EPA NRSI Evaporative Component Dataset LEPAPLINEXYZ	5/21/2019 3:40:47 AM
☐	Verify Administrator	Submission Rejected. EPA NRSI Evaporative Component Dataset LEPAPLINEXYZ	5/21/2019 3:32:36 AM
☐	Verify Administrator	Submission Rejected. EPA NRSI Evaporative Component Dataset LEPAPLINEXYZ	5/21/2019 3:14:00 AM
☐	Verify Administrator	Submission Rejected. EPA NRSI Evaporative Component Dataset LEPAPLINEXYZ	2/12/2019 12:08:56 PM
☐	Verify Administrator	Submission Rejected. EPA NRSI Evaporative Component Dataset KEPAPHHEQST3	8/27/2018 11:23:03 AM
☐	Verify Administrator	Submission Rejected. EPA NRSI Evaporative Component Dataset KEPAPHHEQST3	8/27/2018 10:43:24 AM

Submission Processing Report (The Submission Notification Is Sent to Your CDX Inbox)

- Check for Notifications in the CDX Inbox.
- All notifications in the inbox should be opened and reviewed.
- The subject line shows in the Inbox whether the dataset submission has been accepted or rejected.
- The user must open the message to view the Submission Processing Report which:
 - provides details of your submission status; and
 - reports any additional errors.

The notification message link will take you to the Submission Processing Report. See the Submission Processing Report to review any additional errors.

MyCDX
Inbox
My Profile
Submission History
Payment History
E-Enterprise Portal

Submission Rejected. EPA NRSI Evaporative Component Dataset LEPAPLINEXYZ
From Verify Administrator
Date 5/21/2019 3:14:00 AM

Your recent NRSI Evaporative Component 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: _9b044314-03ae-4c0e-918b-893ef9df2b1b

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

Thank you for submitting your request to Verify via CDX.

Back to Inbox
Print
Delete

You will see the statement that your recent 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 submission status history page can be reached by clicking on the link near the bottom of the Inbox message where it says “Click here to view the status history”.



About CDX
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Terms & Conditions
Logout

Verify (CDX): Submission Status

U.S. Environmental Protection Agency

Logged in as, TVALLION. (Logout)

MyCDX > Verify (CDX) Submission Status

The status of your submission is shown below:

- Submission
 - Document Name: [NonRoadSparkIgnitionEvaporativeSubmission.xml](#)
 - Transaction Id: _9b044314-03ae-4c0e-918b-893ef9df2b1b
 - Date Originally Submitted: 05/21/2019
- Status History

Date	Status	Description
Tue 05/21/2019 3:13 AM	Completed	Your recent NRSI Evaporative Component 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](#)

Back To Inbox

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>

59:31
Click here to reset timer

You will see a summary of the processing report, including the Total Datasets Submitted. You will also see if a dataset is Accepted or Rejected.

If an application is rejected, the Submission Processing Report is an XML file that contains any business rule violations that prevented the application from being submitted.

- This report contains all of the information that was entered in a given dataset.
- If a dataset is rejected, there will be a list of all the business rules violated at the bottom of the processing report.
- Fix any fields that are associated with the business rule errors and resubmit the rejected dataset.
- The accepted submission processing report can be saved to a PC by right-clicking on the XML file.

Verify Processing Report
Total Datasets Submitted: 1
Accepted Datasets: 0
Rejected Datasets: 1

The original datasets are listed below. In addition, any information generated by the Verify system is also included. For any rejected datasets, the reason(s) the dataset was rejected is provided below in the Transaction Report for that particular dataset.

Non Road Spark Ignition Evaporative Submission

Spark Ignition Evaporative Family Data Details
Process Code Identifier : N
EPA Manufacturer Code : EPA
Evaporative Family Name : LEPAPLINEXYZ
Model Year : 2020

Evaporative Family Details
Applicable Federal Regulation Code Part Identifier : 1060
Carryover Indicator : N
Cold Weather Fuel Line Indicator : Y
Low Emission Fuel Line Indicator : N
Average Banking Trading Participation Indicator : Y
Useful Life Duration Identifier : 5
Material Type Identifier : nitrile
Production Method Identifier : co-extruded
CARB Executive Order Based Certification Indicator : N

Test Information Details
Test Lab Identifier : 2
Test Fuel Type Identifier : E10
Fuel Line Test Procedure Identifier : SAEJ2996

In addition to showing a summary of the data and information entered in the application dataset, this report indicates the errors in your application dataset.

Errors on the Submission Processing Report in the CDX Inbox

If a dataset is rejected there will be a list of all the business rules violated at the bottom of the processing report. Fix any fields that are associated with the business rule errors and resubmit the rejected dataset.

Transaction Status Details
Transaction Status Identifier : REJECTED
Transaction Message Text : NRSI-EV-BR072 - If characters 6 through 9 of Evaporative Family Name (NRSI-EV-7) equal 'CAPS', or if Fuel Tank FEL Indicator (NRSI-EV-17) equals 'Y' (Yes), or if characters 6 through 9 of Evaporative Family Name (NRSI-EV-7) equal 'LINE' and ABT Participation Indicator (NRSI-EV-18) equals 'Y' (Yes), then Family Emission Limit (NRSI-EV-70) is required, otherwise it is not allowed.
Transaction Message Text : NRSI-EV-BR088 - If characters 6 through 9 of Evaporative Family Name (NRSI-EV-7) equal 'LINE', then Connectors and Fittings (fuel lines) (NRSI-EV-29) is required, otherwise it is not allowed.
Transaction Message Text : NRSI-EV-BR085 - If characters 6 through 9 of Evaporative Family Name (NRSI-EV-7) equal 'TANK' or 'LINE', then Barrier Layer Description (NRSI-EV-24) is required, otherwise it is not allowed.
Transaction Message Text : NRSI-EV-BR018 - When characters 6 through 9 of Evaporative Family Name (NRSI-EV-7) equal 'LINE', if Cold Weather Fuel Line Indicator (NRSI-EV-16) equals 'No' or Model Year (NRSI-EV-9) is greater than or equal to 2016, then ABT Participation Indicator (NRSI-EV-18) must equal 'No'.

Use the Data Requirements, Business Rules, and XML Schema documents to help you submit your certification and Compliance Information in EV-CIS.

- Data Requirements are a glossary of data elements for each EV-CIS module including the descriptions, characteristics, and rules of each element.
- Each Business Rule is used to define or constrain acceptance of information based on our regulatory implementation and allow for the validation of new submissions with existing system information.
- XML Schemas validate the formats of the data input into the system.

See the Helpful Resources section at the end of this tutorial for links to support documentation for submissions.

Dataset Application Acceptance

Once corrections are made and the dataset/submission is resubmitted you will see a “Submission accepted” notification in your CDX inbox.

☐	Verify Administrator	Submission accepted for your file upload fuel-line-test-data-KEPAPLINEWIN.xlsx	3/21/2018 1:14:18 PM
☐	Verify Administrator	Submission accepted for your file upload Sample_Label_Language_KEPAPLINEWIN.xlsx	3/21/2018 1:14:18 PM
☐	Verify Administrator	Submission accepted for your file upload equipment_worksheet_NHE-Winter-KEPAPNHE	3/21/2018 12:50:03 PM
☐	Verify Administrator	Submission accepted for your file upload KEPAPNHEQWIN_Sample_Label_Language.docx	3/21/2018 12:50:03 PM
☐	Verify Administrator	Request for Certificate for KEPAPHHEQ337 Received	3/15/2018 1:49:02 PM

It is OK to continue with the certification process when the dataset is accepted.

Common Errors When Submitting an Application for Certification

Not Requesting a Certificate in EV-CIS after Entering Corrections

The problem is:

- The manufacturer makes corrections to an initial application but it does not appear for the EPA representative to review.

The solution:

- After corrections are made to an application, manufacturers must resubmit a request for a certificate.

Without requesting the certificate, a certificate cannot be issued.

Skipped Annual Model Year Certification

The problem is:

- The manufacturer skipped certification for one or more model year(s).

The solution:

- Manufacturers must certify every model year.
- Manufacturers cannot sell uncertified engines, vehicles, equipment, or evaporative components in the United States.
- Please contact the EPA certification representative if there is a problem.

Each certificate is valid for one model year. In order for manufacturers to continue to produce and sell products in the United States, they must recertify each family each year with EPA.

No Updated Manufacturer Information Provided

The problem is:

- A change in the manufacturer's information is not updated in EV-CIS

The solution:

- Manufacturers must let EPA know of any company name changes and certification representative changes.
- Manufacturers must update addresses, contacts, and other information in the Maintain Manufacturer Information section in EV-CIS.

Omitting Manufacturer Test Facilities

The problem is:

- The manufacturer is not entering the test facility information; or
- The test facility listed in the application doesn't match the test lab listed on the test data worksheet.

The solution:

- A manufacturer's test facility must be listed on both the test data worksheet and in the application.
- The manufacturer test facility must be identical in the application and on the test data worksheet.
- Manufacturer facilities and Test Laboratory information can be updated on the Maintain Manufacturer Information tab in EV-CIS.

No Active United States (or U.S.) Agent for Service

The problem is:

- The application submitted has no valid U.S. Agent for Service as a point of contact; or
- Email address for U.S. Agent for Service is invalid

The solution:

- A legitimate U.S. Agent for Service must be entered in the application.
- The Agent for Service must reside in the United States and have a working email address.

Incorrectly Entering Carryover Data in the Application

The problem is:

- Carryover is not selected when applicable;
- The manufacturer is not entering or correcting data in the application;
- The application contains an incorrect model year of carryover; or
- The manufacturer does not inform EPA if carryover data has changed and may no longer be considered carryover.

The solution:

- The correct carryover information and test data from the correct previous model year must be provided.
- The carryover model year and family must be listed correctly in the application.
- The test data should not change for a carryover. To avoid certification delays, inform EPA of changes in carryover data.
- The Carryover Indicator in the application must be selected as Yes if carrying over data.
- The original carryover model year and family must be entered in the application.

Not Correctly Addressing Denied Applications

The problem is:

- Problems with denied application are not addressed.

The solution:

- If the application is denied, corrections must be made to resume the certification process.
- If the updated application is not correct, then certification will be delayed.
- Make sure the application is updated with the required revisions or corrections.

Helpful Resources

- The Electronic Code of Federal Regulations can be found at: www.ecfr.gov
- The Manufacturer Guidance Letters and the Document Index System can be found at: www.epa.gov/dis
- Certification information can be found at: www.epa.gov/ve-certification
- The EV-CIS help desk can be reached at 202-747-5320 or send an email to: evcishelpdesk@epacdx.net
- The CDX help desk can be reached at 888-890-1995 or send an email to: helpdesk@epacdx.net
- For Certification fee payment to go: www.pay.gov
- For Support Documentation for Submissions (that is, Business Rules and other documents):
 - For Onroad go to: <https://www.epa.gov/vehicle-and-engine-certification/certification-and-compliance-onroad-vehicles-and-engines>

- For Nonroad go to: <https://www.epa.gov/vehicle-and-engine-certification/certification-and-compliance-nonroad-vehicles-and-engines>

This is the end of this tutorial. Thank you.