

Electronic Premanufacture Notice (e-PMN) Software

Dial-in number: 877-608-6616

Dr. Kathy Schechter
3/16/2010

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General

- Questions and comments may be sent via the Webinar site anytime during the conference
- The conference will be on mute the entire time
- These slides and webinar audio will be available on the New Chemicals website
- e-PMN User's Guide and Helpful Hints can be accessed through the New Chemicals website
 - <http://www.epa.gov/oppt/newchems/>



Overview

- The e-PMN Rule
- The e-PMN Software
 - Two versions – with and without encryption
 - Where and how to download the e-PMN software
 - Software updates
- Who needs to Register with CDX and the CDX Registration Process
- Demonstration of the e-PMN Software to create and submit documents
- Final notes



The New e-PMN Rule

- e-PMN Final Rule – effective 4/6/2010
 - Must use the new e-TSCA/e-PMN software to prepare new submissions after 4/6/2010
 - Phase in of electronic submissions via Central Data Exchange (CDX) over 2 year period
 - » *EPA will accept CDX at any time*
 - » *CDX will become mandatory after 4/6/2012*
 - » *EPA will accept paper until 4/6/2011*
 - » *EPA will accept CD until 4/6/2012*



The e-PMN Rule – timeframe for when to use the new software

- Must use the new e-PMN software on or after 4/6/10 for new notices
- For old notices, i.e., sent to EPA with Day 1 prior to 4/6/10
 - You may use the new e-PMN software to create NOCs or supporting documents (e.g., amendments, test data, correspondences)
 - However, you must submit NOCs and supporting documents by paper - CD or CDX not accepted



The e-PMN Software

- What are the two versions?
 - One version of the software includes the encryption algorithms (called the “heavy” version) and the other version does not (called the “lite” version)
- Why two versions of the software?
 - We needed to limit accessibility of software which includes encryption due to export restrictions



The e-PMN Software

- What is the difference between the two versions?
 - Accessibility – where to find the software for download
 - Ability to open CDX portal to submit to EPA or to download a Copy of Record from CDX
 - » *Software without encryption (“lite”) cannot access CDX*
- **Everything else is the same**



The e-PMN Software

- When are files encrypted?
 - e-PMN files are only encrypted just before submitting to EPA via CDX
 - e-PMN files are not encrypted at any other time



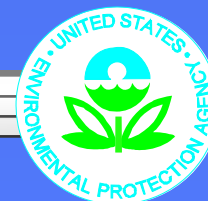
The e-PMN Software

- Where do I obtain the software?
 - The “heavy” version of the e-PMN software (with encryption) can be downloaded from the CDX Registration website **after** you have completed registration
 - The “lite” version of the e-PMN software (without encryption) can be downloaded from the New Chemicals website at <http://www.epa.gov/oppt/newchems/>



The e-PMN Software

- What can I do with each version of the software?
 - The “lite” version of the e-PMN software can be used to create draft submissions and to create finalized submissions to submit by paper or CD
 - The “heavy” version of the e-PMN software can do all of the above and can access CDX to submit electronically



The e-PMN Software- updates

- The e-PMN software is installed using Webstart.
- Every time the program is launched, your system checks CDX for program updates; updates are then installed automatically.



Who needs to Register with CDX?

- CDX Registration is only required for persons who will be submitting documents to EPA via CDX
- CDX Registration is not required to obtain and use the “Lite” version of the e-PMN software



Who needs to Register with CDX?

➤ Two types of registrants

- Authorized Officials (can submit all documents)

Authorized Officials are those persons listed at the top of PMN page 3 and who would sign the PMN form

- Support Registrant (can only submit support documents like amendments, test data, correspondence, etc. – not the Letter of Support)

*A Support Registrant is a person designated by an Authorized Official to submit supporting information; **For example, these persons may be technical contacts, consultants or agents***



The Authorized Official

- The Authorized Official is the person listed in
 - Section A. 1a. of the PMN form
 - Part I (top) of the NOC form
 - Section I of the Biotechnology form
 - Section II and/or III of the Support form (Section III may also be a Support Registrant)
- During submission via CDX, the e-PMN software verifies this information with CDX Registration



The Support Registrant

- The Support Registrant is the person listed in
 - Section III of the Support form (Section III may also be an Authorized Official)
 - The support registrant's Authorized Official must be listed in section II of the Support form
- During submission via CDX, the e-PMN software verifies this information with CDX Registration



CDX Registration Process

- Prior registration required for all CDX transactions (i.e., submissions to EPA)
- Register online via the internet at
 - https://cdx.epa.gov/SSL/cdx/epa_home.asp

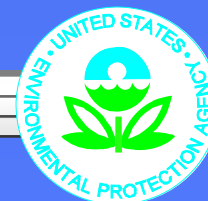


CDX Registration Process

- CDX Registration is a four-step process:
 1. Initial Online Registration* - enter user information and print registration forms
 2. Mail Forms to EPA
 3. EPA Approves Registration and Activates Account*
 4. Complete Online Registration* - answer 20-5-1 questions in CDX

- Successful completion of all 4 registration steps means a person is now ready to submit via CDX

*Acknowledgement of each successful event by e-mail



CDX Registration Process

- Download link is now available for the “heavy” version of the e-PMN software (with encryption)

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

Central Data Exchange - MyCDX

Welcome, Ms. Betty Blue	Last Login: January 7, 2010 Registered Since: January 7, 2010 Recertification Date: January 7, 2010
----------------------------	---

CDX Registration Status: Active

You have 4 new messages in your [Inbox](#)

Change System Password	Edit Personal Information	Edit Current Account Profiles	Add New Employer Profile
--	---	---	--

Available Account Profiles:

- [TSCA: eTSCA Client Download and View Support Registrants](#)

You are in an encrypted secure session.

Dial-in number - 877-608-6616



Demonstration of the e-PMN software

- After downloading the software, it launches automatically.
- An icon is also placed on the desktop to launch the program thereafter.



“Heavy”



“Lite”

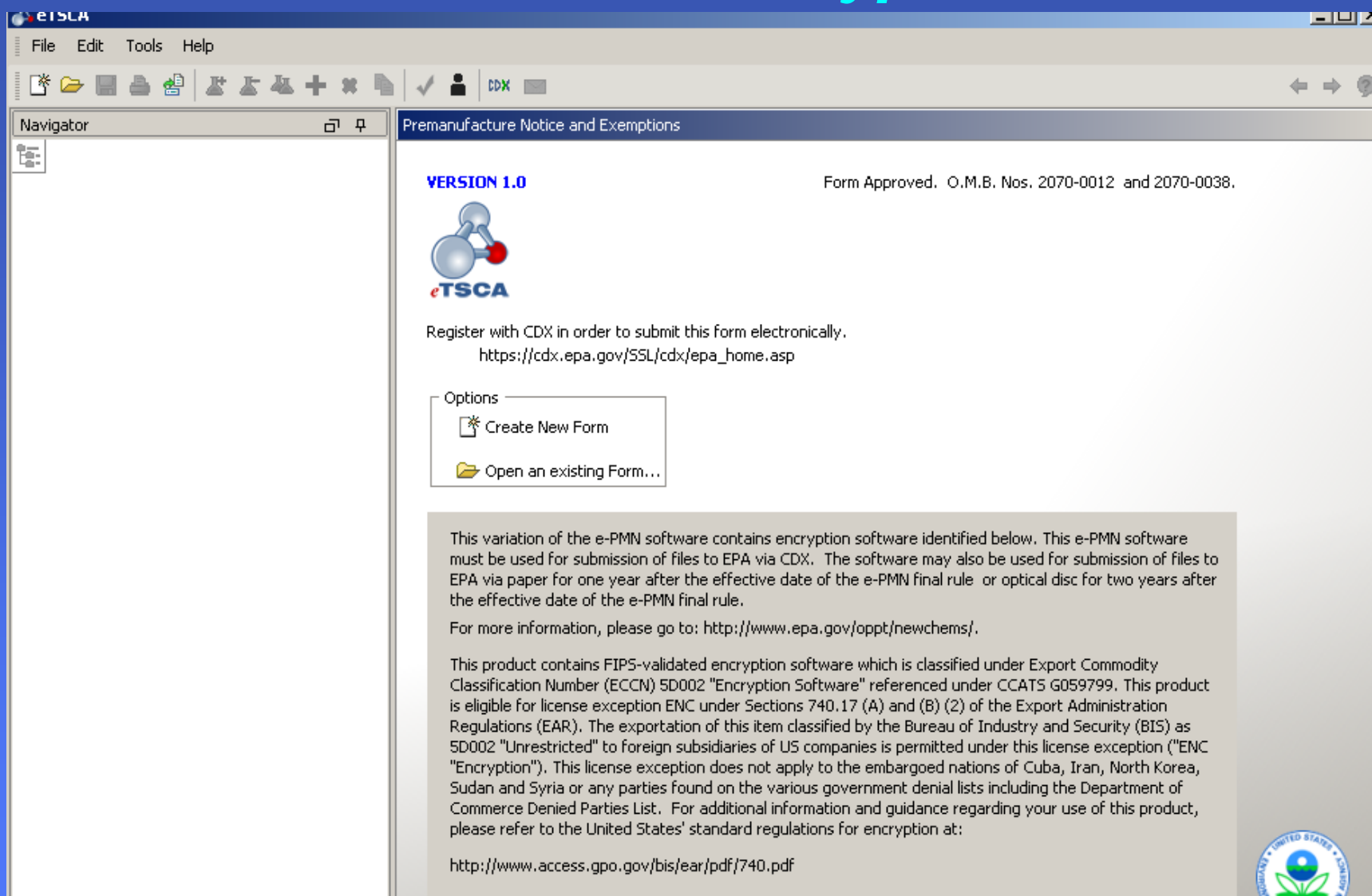
Demonstration of the e-PMN software

➤ Submission Workflow

- Open/create a case file using the software
- Fill out the submission
 - » *Populate fields and add attachments*
- “Finalize” and submit the submission to EPA




e-PMN Software With Encryption



The screenshot shows a web browser window titled "eTSCA" with a menu bar (File, Edit, Tools, Help) and a toolbar. The main content area is titled "Premanufacture Notice and Exemptions".

VERSION 1.0 Form Approved. O.M.B. Nos. 2070-0012 and 2070-0038.


eTSCA

Register with CDX in order to submit this form electronically.
https://cdx.epa.gov/SSL/cdx/epa_home.asp

Options

-
-

This variation of the e-PMN software contains encryption software identified below. This e-PMN software must be used for submission of files to EPA via CDX. The software may also be used for submission of files to EPA via paper for one year after the effective date of the e-PMN final rule or optical disc for two years after the effective date of the e-PMN final rule.

For more information, please go to: <http://www.epa.gov/oppt/newchems/>.

This product contains FIPS-validated encryption software which is classified under Export Commodity Classification Number (ECCN) 5D002 "Encryption Software" referenced under CCATS G059799. This product is eligible for license exception ENC under Sections 740.17 (A) and (B) (2) of the Export Administration Regulations (EAR). The exportation of this item classified by the Bureau of Industry and Security (BIS) as 5D002 "Unrestricted" to foreign subsidiaries of US companies is permitted under this license exception ("ENC Encryption"). This license exception does not apply to the embargoed nations of Cuba, Iran, North Korea, Sudan and Syria or any parties found on the various government denial lists including the Department of Commerce Denied Parties List. For additional information and guidance regarding your use of this product, please refer to the United States' standard regulations for encryption at:

<http://www.access.gpo.gov/bis/ear/pdf/740.pdf>


Dial-in number - 877-608-6616



e-PMN Software Without Encryption

The screenshot shows the eTSCA Light software interface. The title bar reads "eTSCA Light". The menu bar includes "File", "Edit", "Tools", and "Help". The toolbar contains various icons for file operations and navigation. The main window is titled "Premanufacture Notice and Exemptions".

VERSION 1.0 Form Approved. O.M.B. Nos. 2070-0012 and 2070-0038.



Register with CDX in order to submit this form electronically.
https://cdx.epa.gov/SSL/cdx/epa_home.asp

Options

- Create New Form
- Open an existing Form...

This variation of the e-PMN software does not contain the encryption software (FIPS-validated encryption software) that allows for the submission of files to EPA via CDX. This ePMN software without encryption may only be used to submit files to EPA via paper for one year after the effective date of the e-PMN final rule or optical disc for two years after the effective date of the e-PMN final rule, but not to submit files directly to EPA via CDX. The software may also be used to create draft files which may be uploaded for use with the e-PMN software which does contain encryption software.

For more information, please go to: <http://www.epa.gov/oppt/newchems/>.

Dial-in number - 877-608-6616



Demonstration of the e-PMN software

- Select which type of new document to create

eTSCA

New Project Selection
Select the type of form to create.

Choose one of the following options

- Premanufacture Notice (PMN, LVE, TMEA, LoREX, SNUN, Modification, Mock)
- Support Document (PMN/Biotech)
- Notice of Commencement (NOC)
- Biotechnology (MCAN, TERA, TIER I Exemption, TIER II Exemption, BioTechnology TMEA)

OK Cancel

Demonstration of the e-PMN software

- e-PMN software file types and filename extensions
 - PMN type (PMN, LVE, SNUN, TMEA, LoREX, Modifications, Mock PMN) = **.pmn_tsca**
 - Support type (Amendments, Letters of Support, Test Data, Withdrawal Letters and general Correspondence) = **.sup_tsca**
 - Notice of Commencements = **.noc_tsca**
 - Biotechnology type (MCAN, TERA, Tier I, Tier II, Biotech TMEA) = **.bio_tsca**



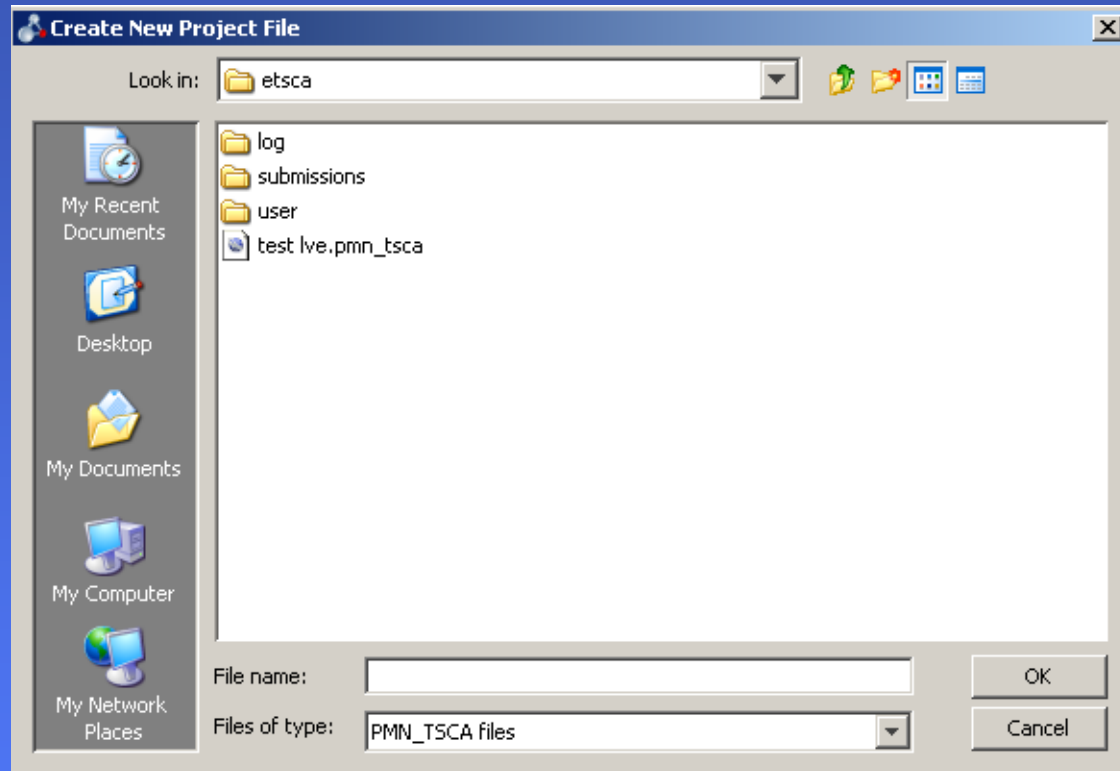
Demonstration of the e-PMN software

- The e-PMN files are really file folders
 - Draft files contain the xml data and attachments
 - Finalized files (with the word finalized in the name) contain the xml data, finalized pdfs of the forms and all attachments (both CBI and sanitized, if applicable)



Demonstration of the e-PMN software – Create a New File

- Enter the file name for the new document



Demonstration of the e-PMN software – Features

The screenshot shows the eTSCA software interface with the following features highlighted:

- File name/location:** The title bar of the window displays the file path: [C:\Documents and Settings\kschecht\etsca\test lve.pmn_tsca].
- Quick launch icons:** A set of icons in the top toolbar, including a folder, printer, and various application icons.
- Navigator Toggle:** A small icon in the top-left corner of the Navigator pane.
- Page tabs:** Tabs for "General Instructions Page 1" and "Page 1 continued" are visible at the top of the main content area.
- Field/section Help:** A red box highlights a question mark icon next to the "PMN Identification" field.
- Page Help:** A red box highlights a question mark icon in the top-right corner of the main content area.
- Navigator frame:** The left-hand pane containing a tree view of the document structure, including sections like "General Instructions", "Certification", "Part I - Section A - Submitter ID", "Section B - Chemical ID Info", "Section C - Production, Import & Use Info", "Part II - Human Exposure & Env. Release", "Optional Pollution Prevention", "Part III - List of Attachments", "Physical & Chemical Properties Worksheet", and "Optional Cover Letter".
- Page frame:** The main content area displaying the "GENERAL INSTRUCTIONS" form, which includes fields for "Report Number", "PMN Identification", "TS", and "Payment ID", along with checkboxes for "Environmental fate data", "Health effects data", "Environmental effects data", "Physical/Chemical Properties", "Other data", "Risk assessments", "Structure/activity relationships", and "Test data not in the possession or control of the submitter".

Dial-in number - 877-608-6616



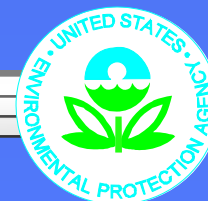
Demonstration of the e-PMN software - Quick Launch Icons






- Create new submission
- Open existing submission
- Save submission
- Print as is to draft pdf
- Print sanitized to draft pdf
- Insert new chemical *
- Delete chemical *
- Create mirror chemical *
- Create extra page *
- Delete extra page *
- Create mirror of page *
- Validate
- Person Profiles
- Open CDX to download submission
- Submit document (paper, CD or CDX)

*PMN form only


Dial-in number - 877-608-6616




Demonstration of the e-PMN software - Quick Launch Icons

- Create a new submission/project 
 - Allows you to create a new PMN type, support type, NOC or Biotech type
- Open an existing project 
 - Allows you to open an existing PMN type, support type, NOC or Biotech type
- Save the current project 
 - Validates and saves

Demonstration of the e-PMN software - Quick Launch Icons

- Create a PDF file for printing 
 - Creates a CBI or Non-CBI DRAFT pdf of the submission; this file is not finalized and must not be used for submitting to EPA
 - Attachment page will list both the CBI attachment file names and the non-CBI attachment file names

Demonstration of the e-PMN software - Quick Launch Icons

- Print a sanitized version of the PMN (removes CBI data) 
 - Creates a DRAFT pdf of the sanitized submission (PMN pages 1-13) ; this file is not finalized and must not be used for submitting to EPA
 - CBI fields are replaced with XXX
 - For large text fields (e.g., operation description and PMN page 11) indicate CBI within the text using curly brackets { }; data within the curly brackets will be replaced by XXX
 - Attachment page will list both the non-CBI attachment file names and the Sanitized attachment file names



Demonstration of the e-PMN software - Quick Launch Icons

➤ Validate the form



- Validation rules are governed by the submission type
 - » *Expected field type or format (e.g., TS number)*
 - » *Blank field when should be populated (e.g., a generic name is needed when the chemical name is CBI)*
- Errors vs. Warnings
 - » *Errors will not allow for the submission to be finalized*
 - » *Warnings are just suggestions – submission can be finalized with warnings*



Demonstration of the e-PMN software - Quick Launch Icons

- The error/warning lists the page number, field name and error
- Double click on the error/warning to skip to the page of the error/warning for fixing

Validation

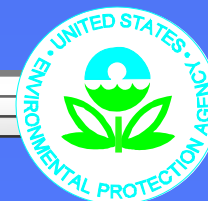
Validation Check found 7 error(s) and 3 warning(s)

Errors

- PMN Page 2** : field: LVE or LoREX Certification Section , value: <n/a>
all four boxes must be checked for this type of submission
- Chemical 1, PMN Page 4 - 4a** : field: 1b. Chemical Name , value: <blank>
Field should not be empty.
- Chemical 1, PMN Page 4 - 4a** : field: 1d. Molecular Formula , value: <blank>
Field should not be empty.
- Chemical 1, PMN Page 4 - 4a** : field: 1e. Chemical Structure Diagram , value: <blank>
No attachment set or invalid attachment reference.
- PMN Page 7** : field: 1. Maximum first 12-month production , value: <blank>
Must be a decimal number value.
- PMN Page 7** : field: 1. Maximum 12-month production , value: <blank>
Must be a decimal number value.
- PMN Page 7** : field: 2. Use Information Table , value: <blank>
You should have at least one category of use filled out

Warnings

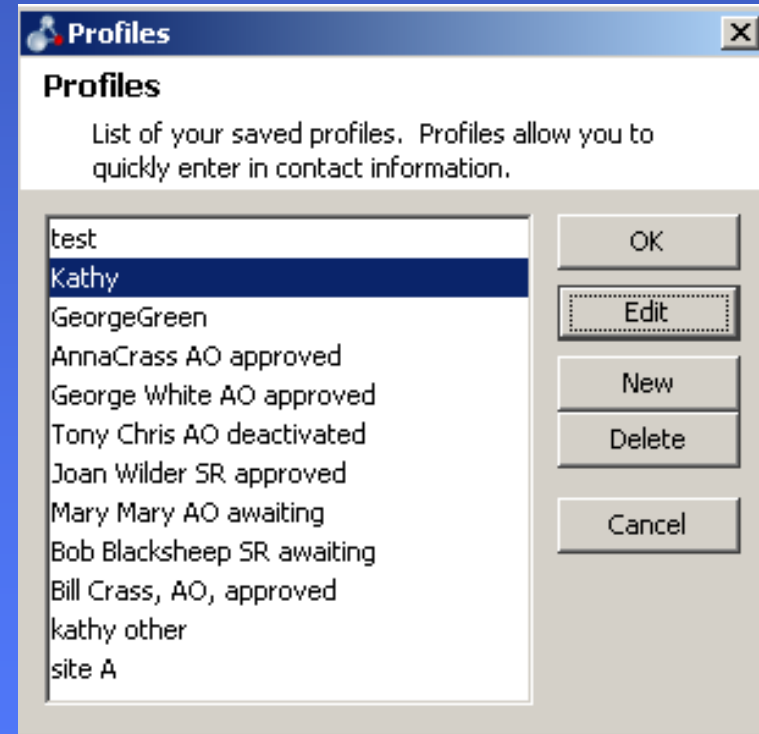
- Chemical 1, PMN Page 4 - 4a** : field: 1a. Class of Substance , value: <blank>
Field should not be empty if 'Class 1 or 2 Substance' is checked on the Chem ID Info page
- Chemical 1, PMN Page 4 - 4a** : field: 1c. ID Method , value: <blank>



Demonstration of the e-PMN software - Quick Launch Icons

➤ Create/edit your contact information 

- Profiles are stored in the file called “profiles.xls” in the eTSCA/user folder
- Profiles can be persons or sites



Demonstration of the e-PMN software – Quick Launch Icons

- Enter profile ID (name or site location - required) and any other information on the person or site

Create/Edit Profiles

Create/Edit Profile

Create or Edit your profile to quickly access your contact information.

Profile ID*

First Name Last Name

Position Company

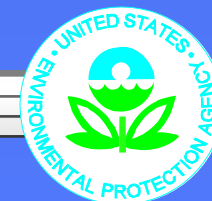
Mailing Address

City State Zip Code

Phone Number Email

Province Country

Site Name County



Demonstration of the e-PMN software – Quick Launch Icons

- Profile information is used in several places in the forms, such as on the contact pages (e.g., PMN page 3) and on the site page (PMN page 8)

Section A -- Submitter Identification

1a. Person Submitting Notice (in U.S.) [[Copy From Profile](#)]

First Name	
Name of authorized official	George
Position	President

Operation Description Page 8 Exposure and Release

Section A -- Industrial Sites Controlled by the

1. Operation description

a. Identity -- Enter the

Name	eTSCA
Add/Edit Site ID Data Fill in all applicable fields	
Add	Profile
b. Operation Type	Site Name* <input type="text"/>
	Address* <input type="text"/>



Demonstration of the e-PMN software – Quick Launch Icons

➤ Open CDX Node Client*



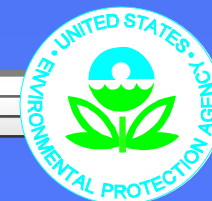
- Opens CDX Node so that you may

- » Check the status of each submission
- » And...

*On the e-PMN software version with encryption (“heavy”)

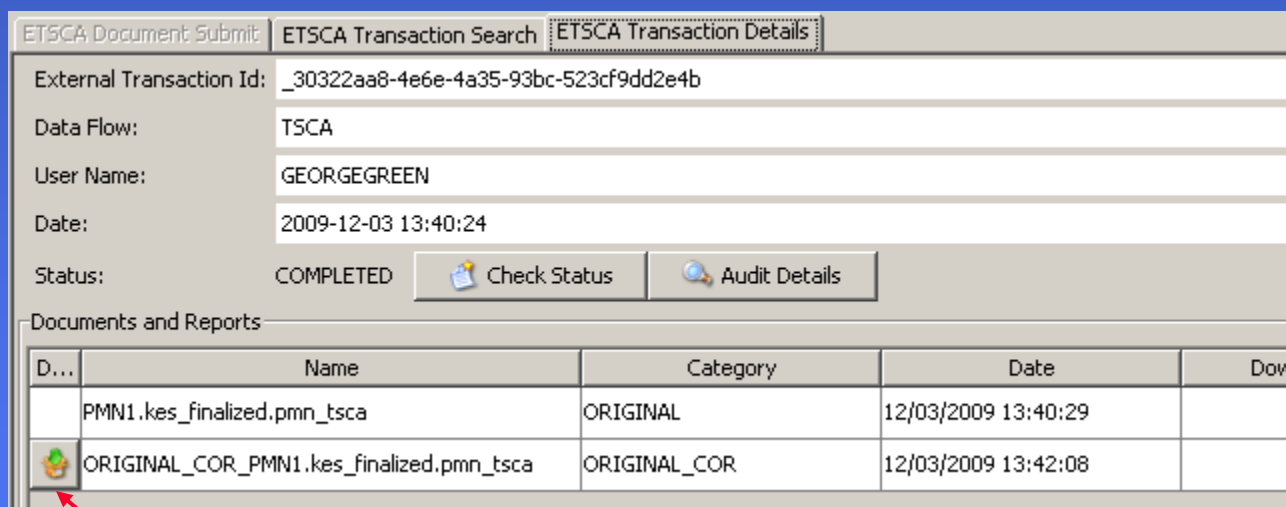
External Transaction Id	Data Flow	Date	Status
_30322aa8-4e6e-4a35-93bc-523cf9dd2e4b	TSCA	12/03/2009 13:40:24	COMPLETED
_ef44a3cf-09a4-48e5-a1c1-94cbf1b9f808	TSCA	12/03/2009 13:38:13	COMPLETED
_1ac531f7-66e2-444e-be43-2ac404579682	TSCA	12/03/2009 13:35:46	COMPLETED
_4c12d285-8d9a-481b-8f77-2086ba18711d	TSCA	12/03/2009 13:32:57	COMPLETED
_34299ed8-4988-48e5-98f9-996746991b3a	TSCA	12/03/2009 13:27:35	COMPLETED
_51af19e3-6108-465d-b1b4-2e3a495e4f47	TSCA	12/03/2009 12:00:54	FAILED
_470fdbcb-30dd-49eb-82b0-5768469c3368	TSCA	12/03/2009 09:56:56	FAILED

Click the “Details” Icon



Demonstration of the e-PMN software – Quick Launch Icons


» *Download the Copy of Record*



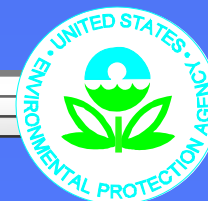
ETSCA Document Submit | ETSCA Transaction Search | ETSCA Transaction Details

External Transaction Id: _30322aa8-4e6e-4a35-93bc-523cf9dd2e4b
Data Flow: TSCA
User Name: GEORGE GREEN
Date: 2009-12-03 13:40:24
Status: COMPLETED [Check Status](#) [Audit Details](#)


Documents and Reports

D...	Name	Category	Date	Down
	PMN1.kes_finalized.pmn_tsca	ORIGINAL	12/03/2009 13:40:29	
	ORIGINAL_COR_PMN1.kes_finalized.pmn_tsca	ORIGINAL_COR	12/03/2009 13:42:08	

Download Icon



Demonstration of the e-PMN software – Quick Launch Icons

- Prepare a finalized form that is ready for submission 
 - Saves the file
 - Validates the file
 - Generates the Submission Report Number (SRN)
 - Asks how to submit (CDX*, CD or Paper)
 - » *Follows different paths depending upon submission method*

*Using the e-PMN software version with encryption only (“heavy”)

Demonstration of the e-PMN software – Quick Launch Icons


➤ Three ways to submit

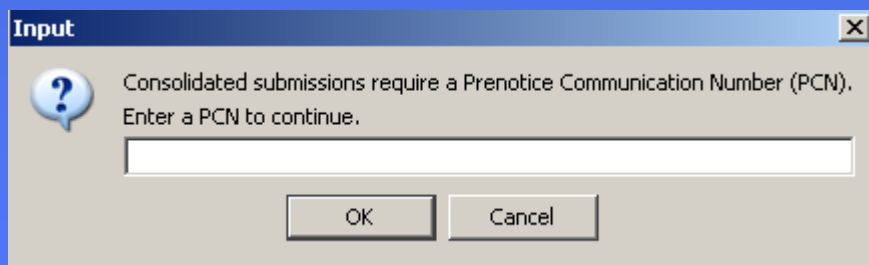
- Paper – system creates finalized pdf (and a finalized sanitized pdf)
- CD – system creates finalized file (which contains xml, pdf, sanitized xml, sanitized pdf, and attachments) and certification pages to print and sign
- CDX* – system creates finalized file (which contains xml, pdf, sanitized xml, sanitized pdf, and attachments), opens the node to CDX, encrypts the file and sends the file to EPA

*Using the e-PMN software version with encryption only



Demonstration of the e-PMN software – Quick Launch Icons (PMN type only)

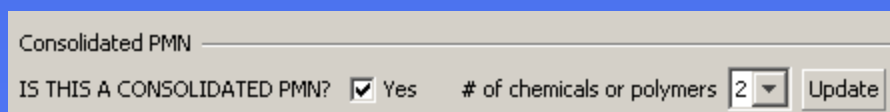
- Insert a new chemical (for consolidation) 
 - Creates a new set of Chemical ID pages: ID header page, and PMN pages 4, 5 and 6
 - Asks for a Prenotice Communication Number
 - Updates page 1 to say “Yes” for consolidation and updates the number of chemicals



Input

Consolidated submissions require a Prenotice Communication Number (PCN).
Enter a PCN to continue.


OK Cancel

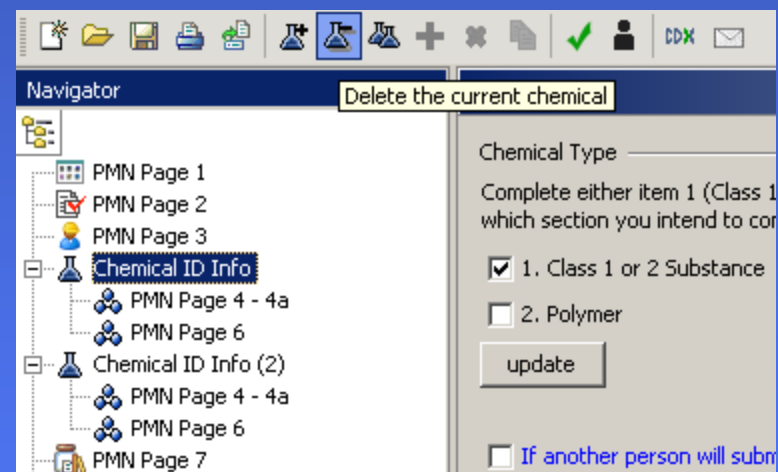


Consolidated PMN


IS THIS A CONSOLIDATED PMN? Yes # of chemicals or polymers 2 Update

Demonstration of the e-PMN software – Quick Launch Icons (PMN type only)


- Delete the current chemical 
 - Removes the set of Chemical ID pages: ID header page, and PMN pages 4, 5 and 6 for the selected chemical
 - Updates PMN page 1 – is it still consolidated? If so, the number of chemicals is reduced by one.
 - Does not remove the PNC number if it is no longer consolidated – this will have to be deleted manually

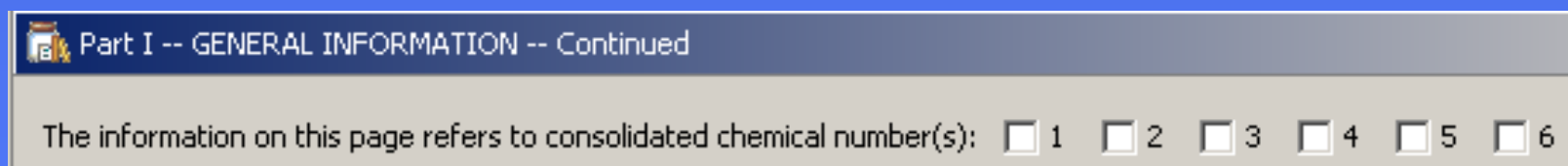


Demonstration of the e-PMN software – Quick Launch Icons (PMN type only)

- Insert an exact copy of the current chemical, including all data 
 - Duplicates/mirrors all data in the set of Chemical ID pages: ID header page, and PMN pages 4, 5 and 6
 - Asks for a Prenotice Communication Number (if not already given)
 - Updates page 1 to say “Yes” for consolidation and updates the number of chemicals

Demonstration of the e-PMN software – Quick Launch Icons (PMN type only)

- Insert a new blank copy of the current page 
 - Inserts a new PMN page 7, 8/9, 10, or 13 after the last PMN page 7, 8/9, 10 or 13
 - For consolidated chemicals, a field appears at the top of these pages to indicate which chemical(s) the data on the page refers




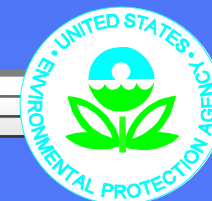
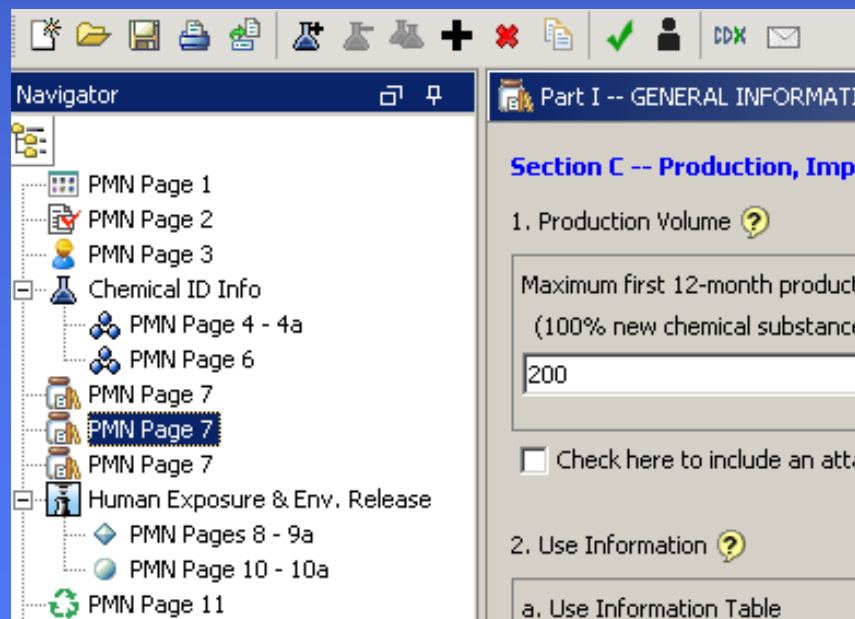
Part I -- GENERAL INFORMATION -- Continued

The information on this page refers to consolidated chemical number(s): 1 2 3 4 5 6




Demonstration of the e-PMN software – Quick Launch Icons (PMN type only)

- Delete the current page 
 - Deletes the selected page



Demonstration of the e-PMN software – Quick Launch Icons (PMN type only)

- Insert an exact copy of the current page 
 - Inserts a new PMN page 7, 8/9, 10, or 13 after the last PMN page 7, 8/9, 10 or 13 which contains all data from the selected page (a mirrored copy)

Demonstration of the e-PMN software - Attachments

- Attachments are added in two different ways
 - From an associated PMN page (4-11, 13)
 - From PMN page 12 or the Attachment page

eTSCA

Insert Attachment

add a file to the project. If you mark the file as confidential, include a sanitized version of the file.

Check here if this is a hardcopy attachment (paper submission only)

ID* 002

File*

Name/Description*

of Pages* 0

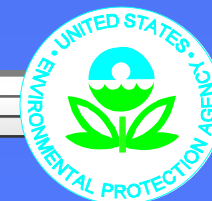
Contains CBI Information Yes

Sanitized Name/Description

Sanitized File

OK Cancel

Dial-in number -



Demonstration of the e-PMN software - Attachments

- The Attachment page lists the File name, the description of the attachment, the Sanitized File name, the sanitized description of the attachment, the number of pages, if the attachment contains CBI, and the associated PMN page (if applicable)

LIST OF ATTACHMENTS

Double click on a file name to open the file. Double click on a Location field to expand the display.

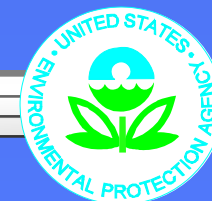
Attachments

ID ¹	File	Name	Sanitized File	Sanitized Name	Pgs	CBI	Location
001	substance F4.JPG	page 6 data			1	<input type="checkbox"/>	Pt.I, Sec.B, 6.



Demonstration of the e-PMN software - Attachments

- The commands on the attachments page are
 - Print file(s) – opens the appropriate software and prints both CBI and sanitized files
 - Export file(s) – copies the selected files (CBI and sanitized) to a designated location
 - Add – add a new attachment
 - Edit – modify the attachment information or change the attached file
 - Delete – this will delete both the CBI and sanitized files



Demonstration of the e-PMN software - Attachments

- e-PMN submissions with CBI attachments must include Sanitized attachments in order to finalize the file
- Sanitized attachments must be created by the submitter – the e-PMN software does not sanitize the attachments



Special submission types

➤ Letter of Support (LOS)


- Must use the Support form
- Must be submitted by an Authorized Official
- **May be from an international company**
- The original submission will indicate who will provide the LOS and what information they will supply
- Indicate the TS number of the original submission

➤ Joint Submission

- Must use the PMN form
- Both submissions will be submitted by Authorized Officials
- **Both parties must be US residents only**
- Indicate on PMN page 3 the other party as the joint submitter
- Indicate what information the other party will supply
- Use the same TS number



CDX Submission Process

- Select the finalize icon 
- Select to submit via CDX
- Enter your CDX registration ID and password
- The e-PMN software contacts CDX registration and verifies your authority level (an AO or an SR) and your data in the submission (contact information)



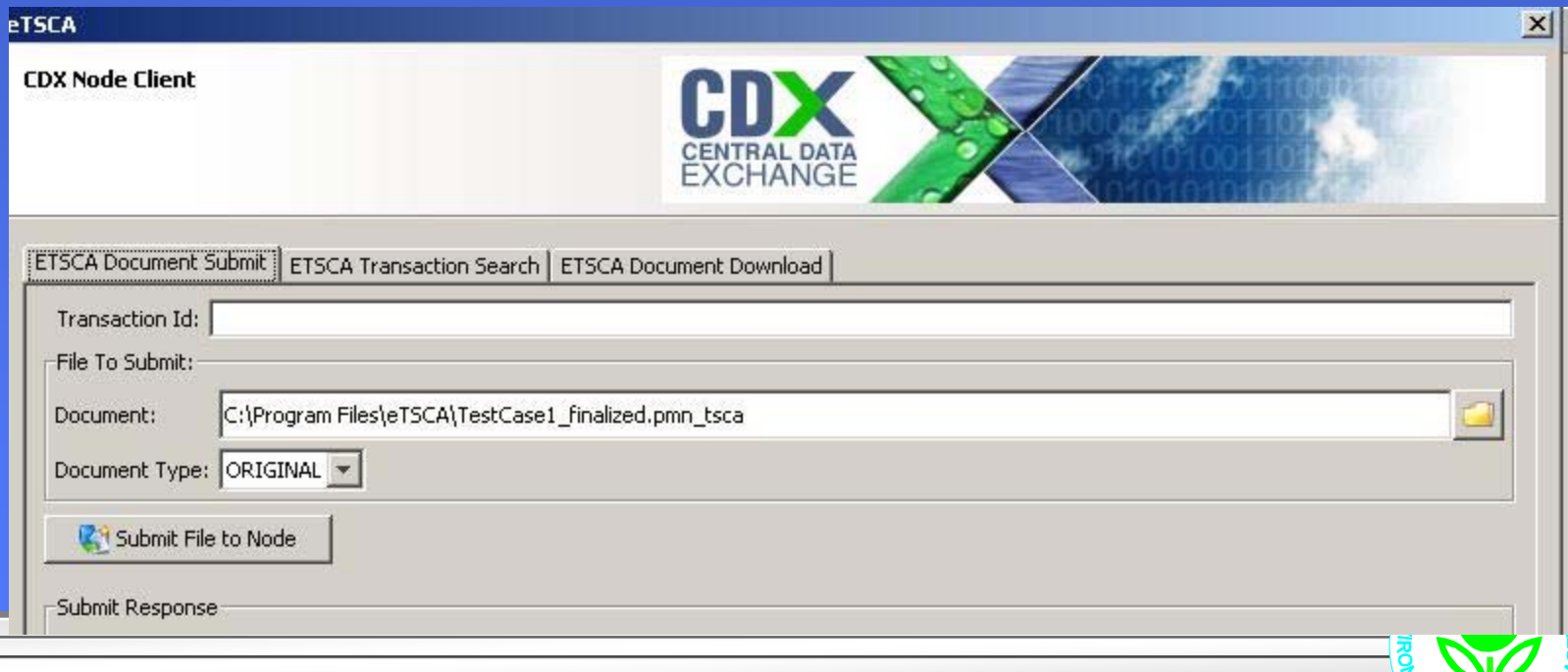
CDX Submission Process

- CDX checks the “submitter” Authority level
 - Authorized Official can submit any document
 - Support Registrant can only submit the support form (except the Letter of Support)
- CDX checks the “submitter” registration data with that in the submission
 - Is the person logging into CDX to submit the same person listed in the submission





CDX Submission Process

- If you have the proper authority to submit and your CDX data agree with the submission contact data, you are now ready to select “Submit File to Node”



The screenshot shows the eTSCA CDX Node Client software interface. The window title is "eTSCA". The main header area contains the "CDX CENTRAL DATA EXCHANGE" logo and a graphic of a globe with binary code. Below the header, there are three tabs: "ETSCA Document Submit" (selected), "ETSCA Transaction Search", and "ETSCA Document Download". The "ETSCA Document Submit" tab contains the following fields and controls:



- Transaction Id:
- File To Submit:
- Document: 
- Document Type: 
-
- Submit Response:

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eTSCA

CDX Node Client



U.S. Environmental Protection Agency

Cross-Media Electronic Reporting Regulation (CROMERR)

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Cross-Media Electronic Reporting Regulation (CROMERR)
CROMERR Electronic Signature Agreement

I certify, under penalty of law, that this document and all attachments were prepared under my direction of supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted 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.

Help Desk: (888) 890-1995
[EPA Home](#) | [Privacy and Security Notice](#) | [Contact Us](#)
Last updated on February 23, 2007.
URL: <http://www.epa.gov/epahome/usenotice.htm>

I Certify Cancel

Dial-in number - 877-608-6616



CDX Submission Process

- Enter your answer to the 20-5-1 security question from CDX registration



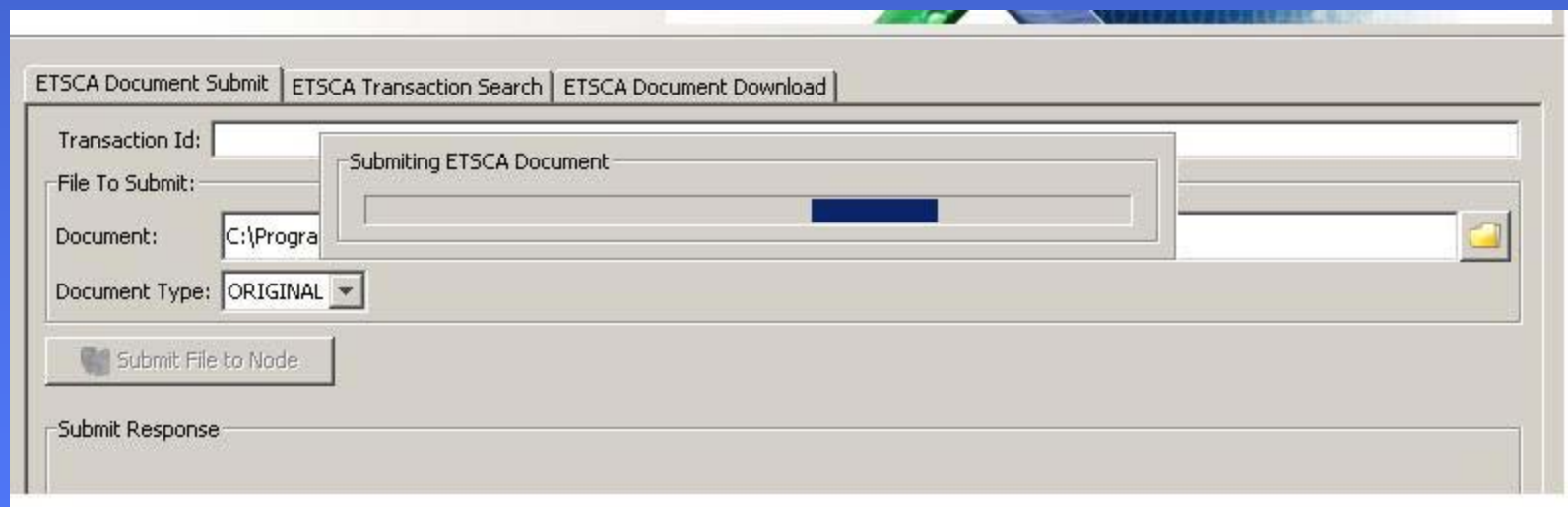
The screenshot displays the eTSCA CDX Node Client interface. The main window has a title bar "eTSCA" and a header "CDX Node Client" with the CDX logo (CENTRAL DATA EXCHANGE). Below the header are three tabs: "ETSCA Document Submit", "ETSCA Transaction Search", and "ETSCA Document Download". The "ETSCA Document Submit" tab is active, showing a "Transaction Id:" field, a "File To Submit:" section with a "Document:" field containing "C:\Program Files\eTSCA\TestCase1_finalized.pmn_tsca" and a "Document Type:" dropdown set to "ORIGINAL". A "Submit File to Node" button is visible. A "CROMERR Question" dialog box is overlaid on the interface, asking "Where did you graduate from high school?" with an input field and "OK" and "Cancel" buttons.

Dial-in number - 877-608-6616



CDX Submission Process

- Wait for the submission to be encrypted and submitted to EPA via the CDX Node – this may take a few minutes depending on the file size and the internet traffic



The screenshot shows a web browser window with three tabs: "ETSCA Document Submit", "ETSCA Transaction Search", and "ETSCA Document Download". The "ETSCA Document Submit" tab is active. The form contains the following fields and controls:

- Transaction Id: [Empty text box]
- File To Submit: [Empty text box]
- Document: C:\Progra [File selection button]
- Document Type: ORIGINAL [Dropdown menu]
- Submit File to Node [Submit button]
- Submit Response [Empty text box]

A modal dialog box titled "Submitting ETSCA Document" is overlaid on the form, indicating the submission process is in progress.

CDX Submission Process

- A Transaction ID is assigned and you will receive an e-mail
- Select “Check Transaction Status” after a few minutes or wait for e-mail to say the Copy of Record is available for download

The screenshot shows the 'ETSCA Document Submit' web interface. The 'Transaction Id' field is empty. The 'File To Submit' section shows the document path 'C:\Program Files\ETSCA\TestCase1_finalized.pmn_tsca' and the document type 'ORIGINAL'. A 'Submit File to Node' button is visible. Below, the 'Submit Response' section displays the assigned Transaction ID: '_2111d838-32a5-4cff-8e46-123f56dd8944'. Other details include Data Flow: 'TSCA', Document Name: 'TestCase1_finalized.pmn_tsca', and Document Type: 'ORIGINAL'. A 'Check Transaction Status' button is highlighted with a red box.

Submit Response	
Transaction Id:	_2111d838-32a5-4cff-8e46-123f56dd8944
Data Flow:	TSCA
Document Name:	TestCase1_finalized.pmn_tsca
Document Type:	ORIGINAL

Dial-in number - 877-608-6616



CDX Submission Process

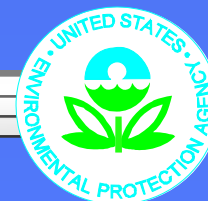
- The status may be “Processing” (still transmitting), “Received” (EPA received), “Completed” (EPA received and COR available), or “Failed” (failed to reach EPA, contact CDX Help Desk)

The screenshot shows the 'ETSCA Transaction Details' page. The status is 'FAILED', which is highlighted with a red box. Below the status are buttons for 'Check Status' and 'Audit Details'. A table at the bottom lists documents and reports.

D...	Name	Category	Date	Download Status
	TestCase1_finalized.pmn_tsca	ORIGINAL	01/30/2009 10:43:37	_3cer

Special Things to Note

- Image files (e.g., jpeg, bpm) for structures/diagrams will be printed to the pdf as embedded images
- Finalized files have a Submission Report Number (SRN)
- Finalized files are read-only
- Field and table overflow generate extra pages automatically



Final Notes

➤ for Registration

- Register early
- Send in proper documents
 - » *Signed and Notarized ESA – original, not a copy*
 - » *Signed Verification form – original, not a copy*
- Allow 5-10 business days for receipt and processing



Final Notes

- For submission to EPA
 - Use the new e-PMN software
 - Finalize the submission (must have no errors to finalize)!!!
 - Paper
 - » *Place Attachment Header pages at the front of each attachment*
 - » *Need only one copy of CBI and Sanitized (if applicable)*
 - » *Sign and submit*
 - CD
 - » *Submit using a courier or hand deliver*
 - » *Send in pdf generated pages along with the CD*
 - CDX
 - » *Register early*
 - » *Check the submission status – contact CDX helpdesk if problems occur*
 - » *Download the Copy of Record to a local site*



Final Notes

- For assistance with registration or the e-PMN software, contact the CDX Helpdesk at: (888) 890-1995



- Demonstration of the e-PMN software

Dial-in number - 877-608-6616



Thank You!
Please send in Questions
via the Webinar portal

Dial-in number - 877-608-6616

