Inputs Verifier Tool (IVT) Prototype

September 2013

Overview

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- Setting Up Your Facility
- Example Process Unit – Carbon Black
- Entering Data into the Inputs Verifier Tool
- Viewing the Inputs Verification Summary
- Saving an Inputs File

About the Inputs Verifier Tool Prototype

- EPA issued the proposed rule "Revisions to Reporting and Recordkeeping Requirements, and Proposed Confidentiality Determinations under the Greenhouse Gas Reporting Program“ [78 FR 55993] on September 11, 2013.
- In this action, EPA proposed requiring the use of an Inputs Verifier Tool (IVT) within the electronic Greenhouse Gas Reporting Tool (e-GGRT) for reporters using inputs to equations to calculate emissions under certain subparts.
- EPA has developed a prototype of the IVT for the mass balance methodology of Subpart X (Petrochemical Production).
- This prototype demonstrates how the IVT would operate within e-GGRT as well as the types of verification checks that it would perform.
- This IVP prototype will be available for use from the day that the proposed rule is published in the *Federal Register* until the comment period for the rule closes.
- This document provides information on how to use the Inputs Verifier Tool Prototype.

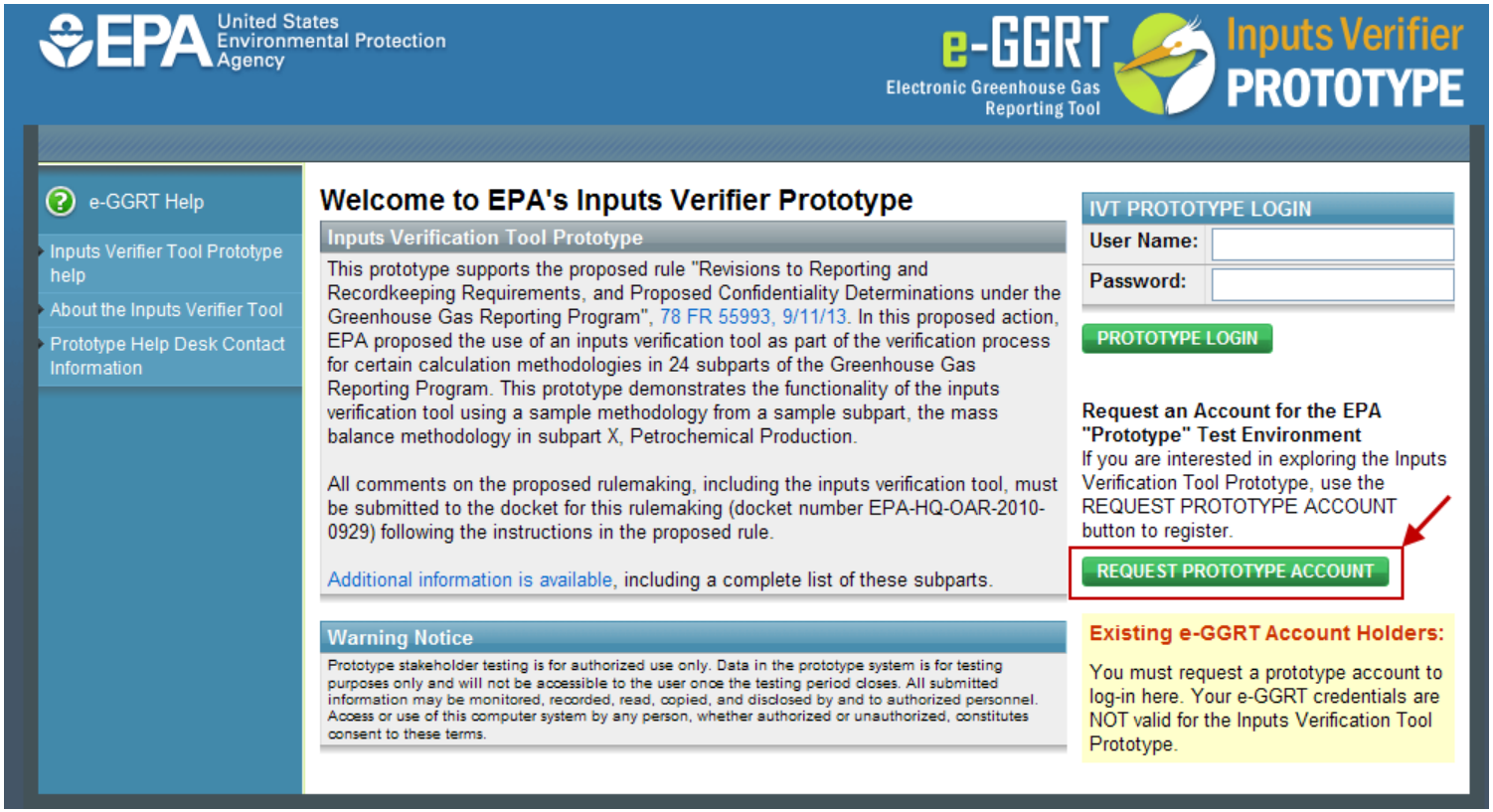
About the Inputs Verifier Tool Prototype (continued)

This prototype is for demonstration purposes only. Please be mindful of the information that you enter into the prototype. When the comment period for the proposed rulemaking ends, you will no longer have access to any information that you entered. In addition, information entered into this prototype (with the exception of equation inputs data, which is NOT saved by the software) could be subject to disclosure pursuant to the Freedom of Information Act. As a result, only hypothetical data should be entered into this prototype.

Setting Up Your Account

You must create a new account specific to the IVT prototype: you cannot use an existing e-GGRT account.

1. Go to http://sandbox.ccdsupport.com/ghg/login.do.
2. Click the **REQUEST PROTOTYPE ACCOUNT** button.



Setting Up Your Account (continued)

3. Fill in all of the information on the page, then click the **SUBMIT** button.

Setting Up Your Account (continued)

4. The IVT prototype will generate a user ID, password, and a hypothetical facility. The user ID and password will be sent to you in an e-mail message from eGGRT@ccdsupport.com.

Thank you for registering to use the Inputs Verification Tool Prototype. EPA developed this prototype to demonstrate the capability and functionality of the Inputs Verification Tool, which was proposed in "Revisions to Reporting and Recordkeeping Requirements, and Proposed Confidentiality Determinations under the Greenhouse Gas Reporting Program.", issued on September 11, 2013. You have been assigned the following user account:
User Name: [redacted]
Password: [redacted]

You have been assigned an account which can be used between now and November 12, 2013, the day that the comment period for this proposed rule closes.

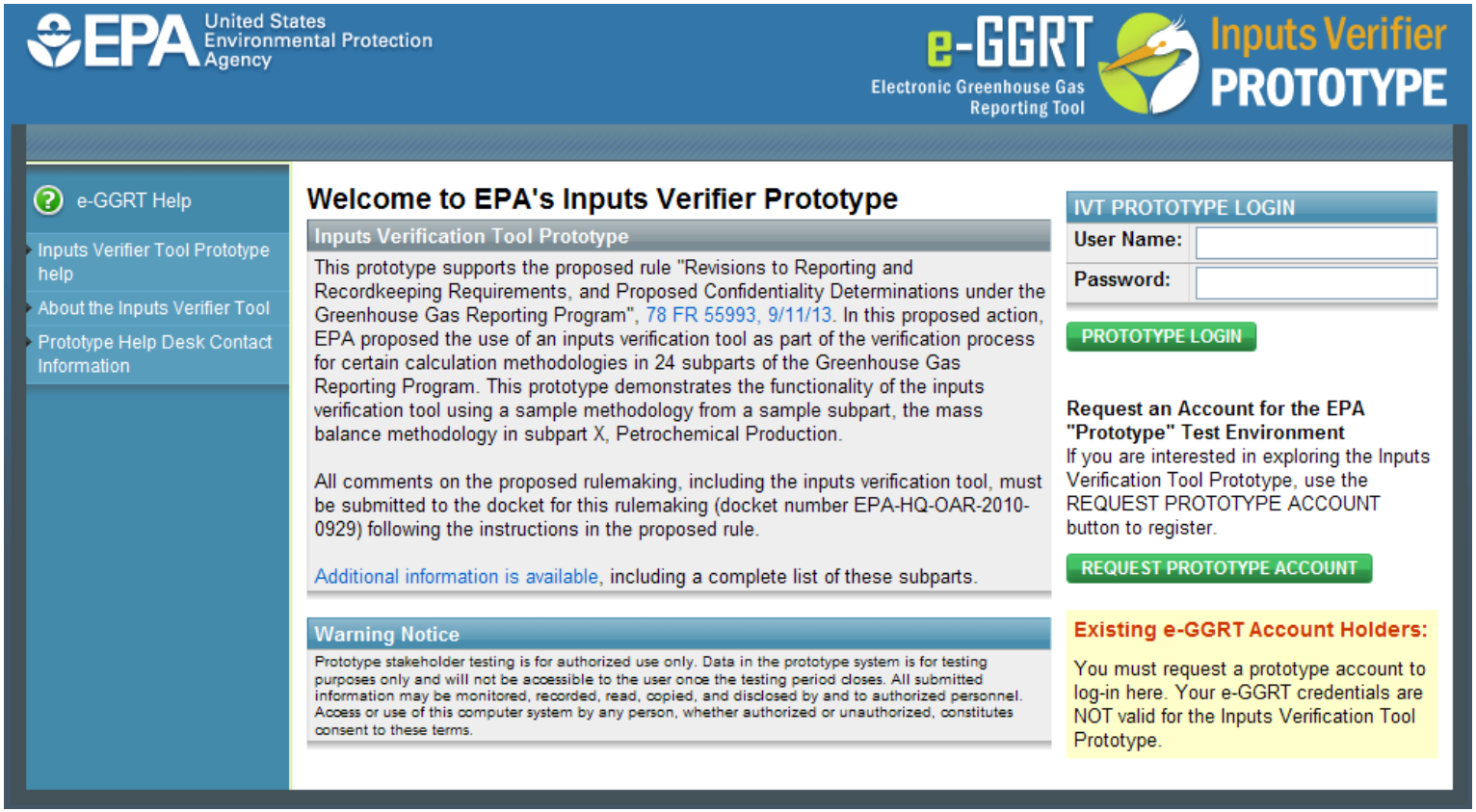
This prototype is for demonstration purposes only. Please be mindful of the information that you enter into the prototype. When the comment period for the proposed rulemaking ends, you will no longer have access to any information that you entered. In addition, information entered into this prototype (with the exception of equation inputs data, which is NOT saved by the software) could be subject to disclosure pursuant to the Freedom of Information Act. As a result, only hypothetical data should be entered into this prototype.

If you believe you received this message in error, or have questions, please contact the Help Desk at sandbox@ccdsupport.com, or by calling 1-877-444-1188, Monday through Friday during regular business hours.

This email sent from the SANDBOX environment (http://sandbox.ccdsupport.com)
20043
41178

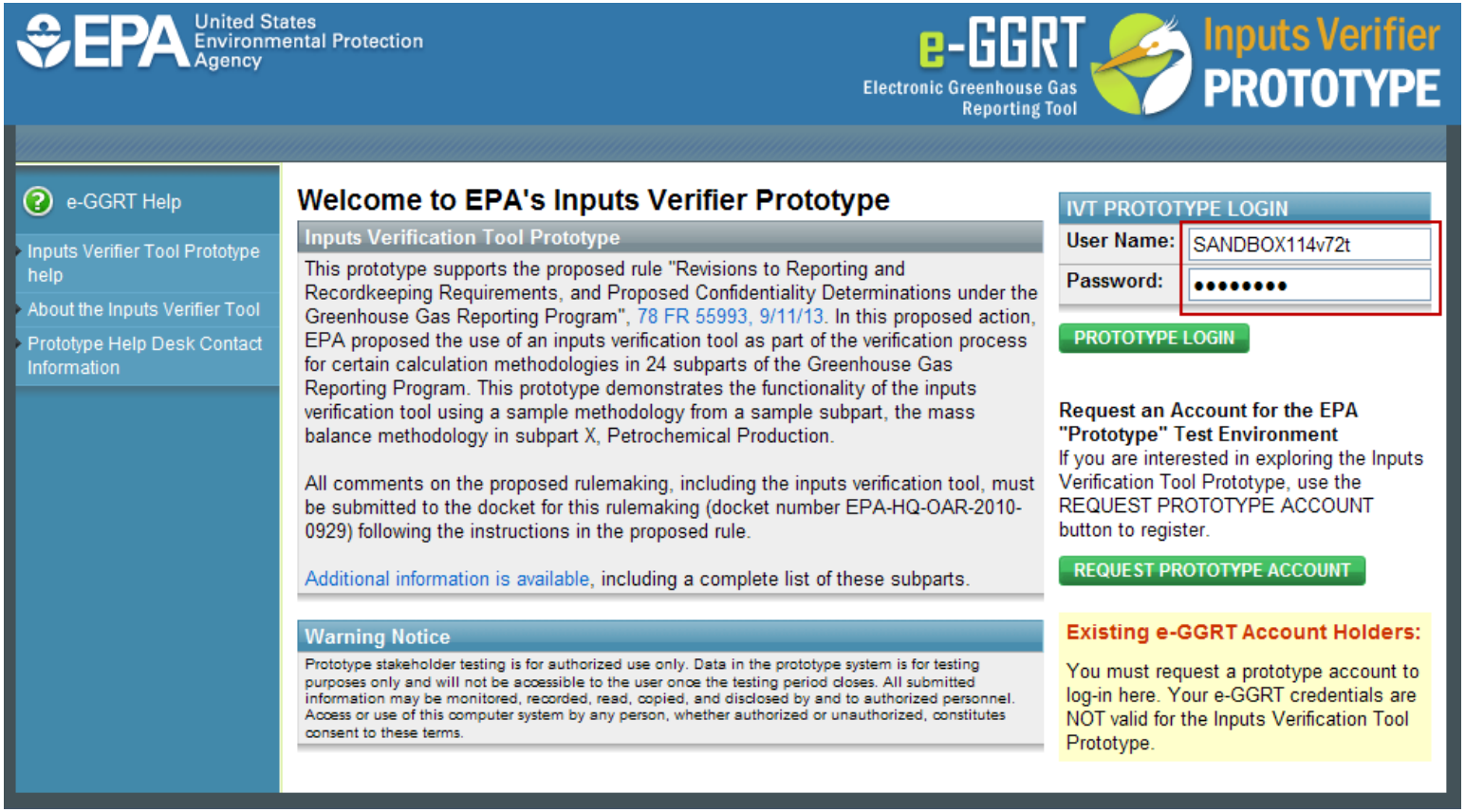
Setting Up Your Account (continued)

5. To log in to the IVT prototype, go to http://sandbox.ccdsupport.com/ghg/login.do.
   The IVT prototype *Login* page is displayed.

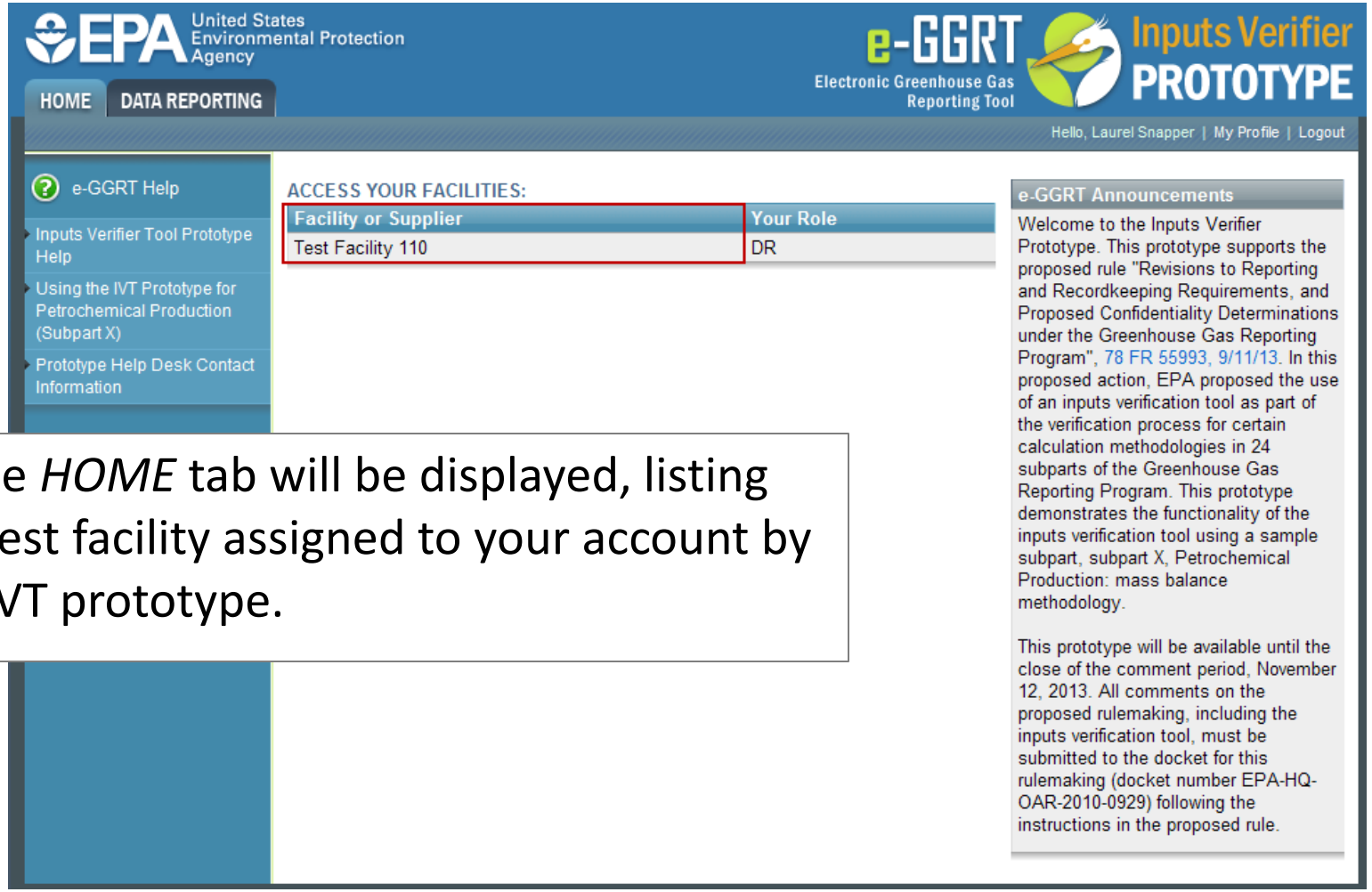


Setting Up Your Account (continued)

6. In the **IVT PROTOTYPE LOGIN** box, enter the user ID and password that were sent to you via e-mail. Enter the user ID in the **User Name** field and the password in the **Password** field, then click the **PROTOTYPE LOGIN** button.



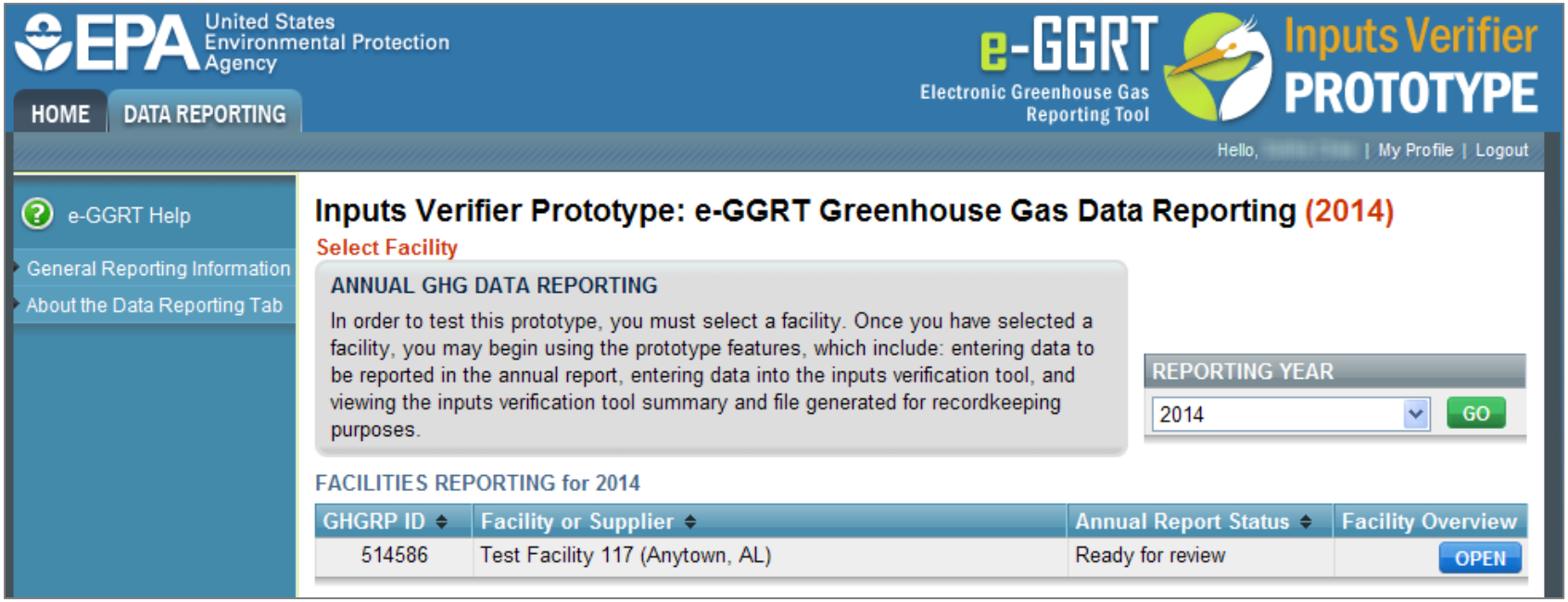
Setting Up Your Account (continued)



7. The *HOME* tab will be displayed, listing the test facility assigned to your account by the IVT prototype.

Setting Up Your Facility

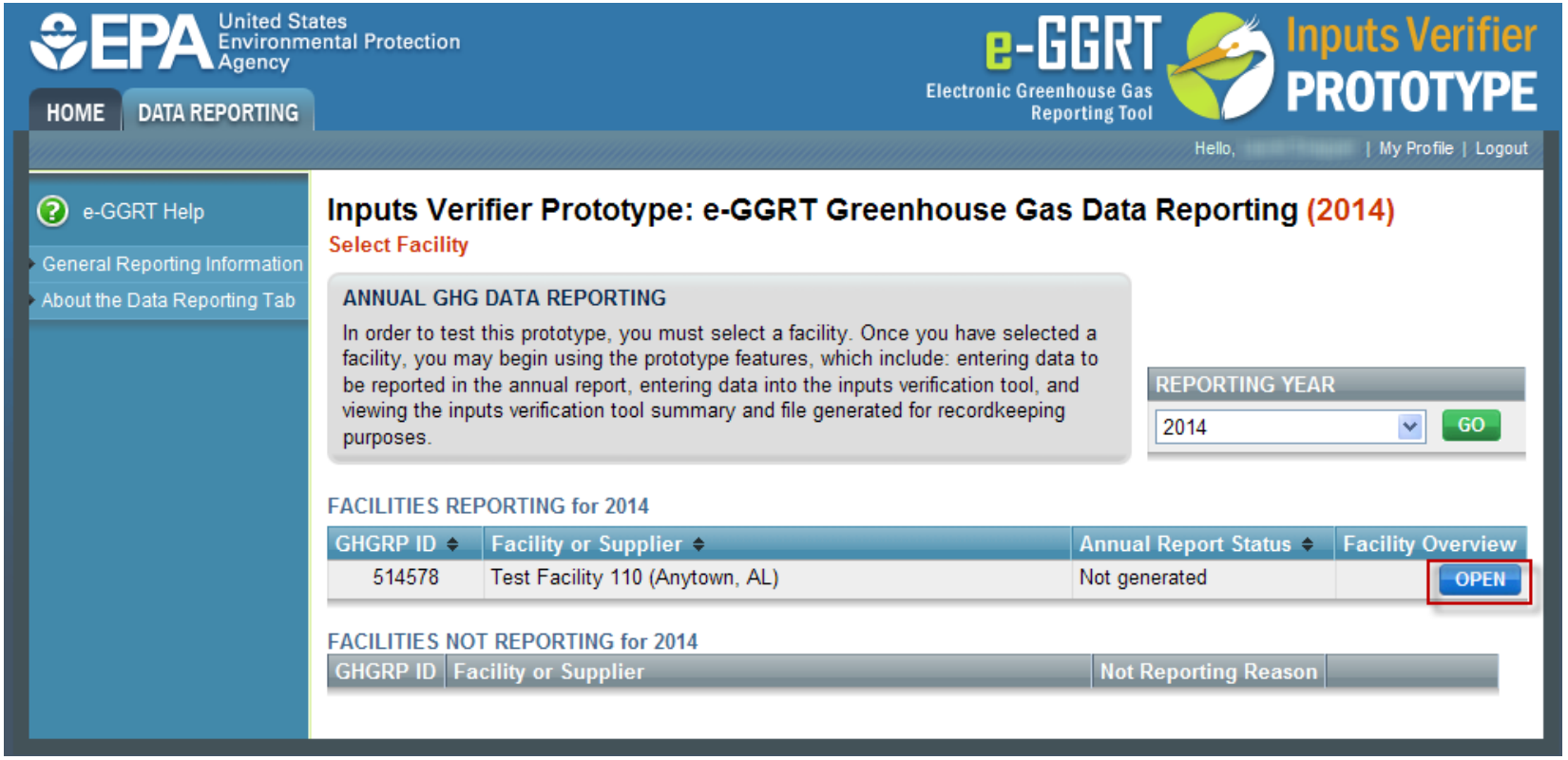
1. After logging into the IVT prototype, click the *DATA REPORTING* tab to initiate entering data. The *Select Facility* page will be displayed.



Note: In the IVT prototype, data entry is limited to your assigned test facility and to reporting year 2014. On the *Select Facility* page, the REPORTING YEAR dropdown list will contain only "2014".

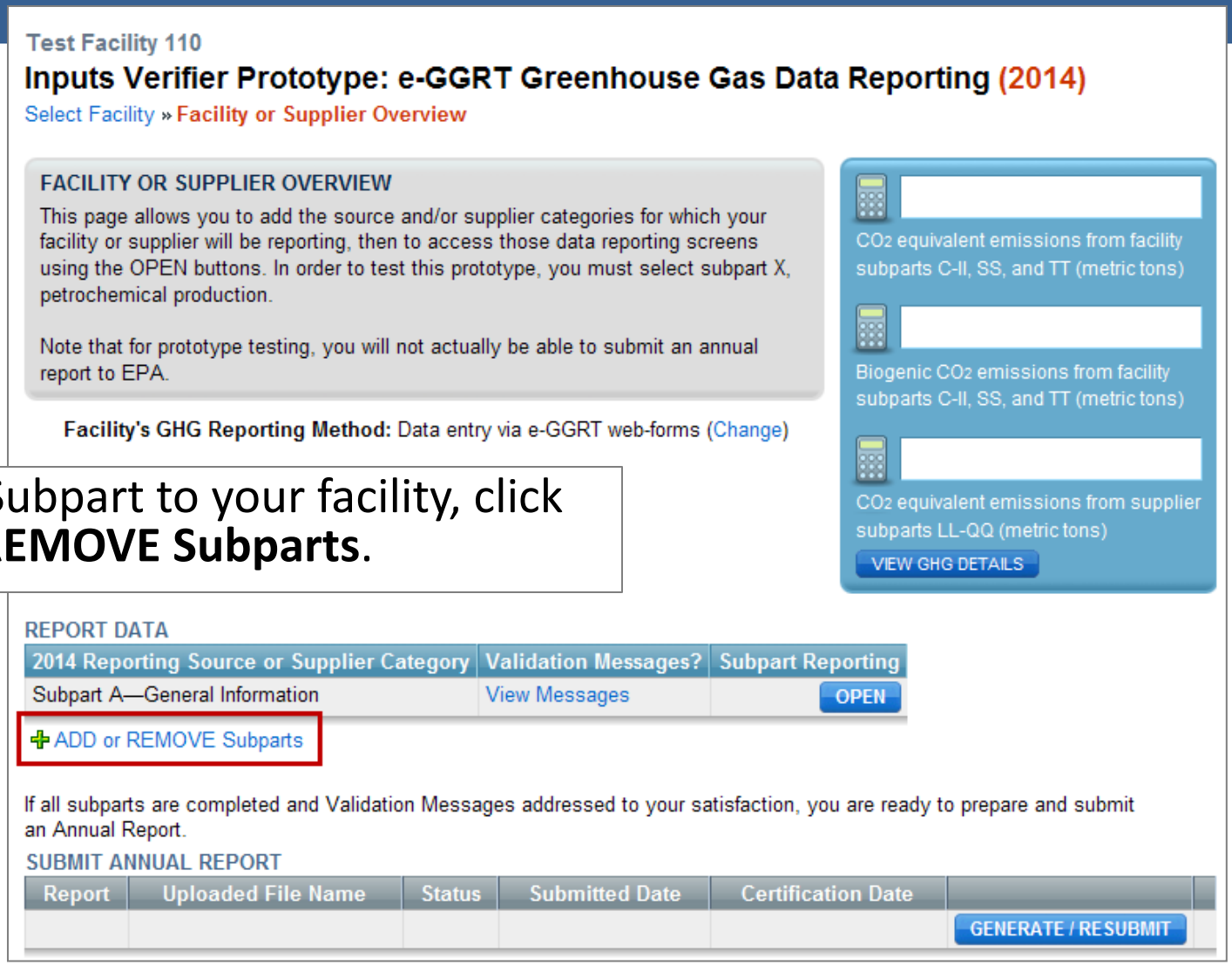
Setting Up Your Facility (continued)

2. Click the **OPEN** button to the right of your assigned facility.



The *Facility or Supplier Overview* page will be displayed for the facility.

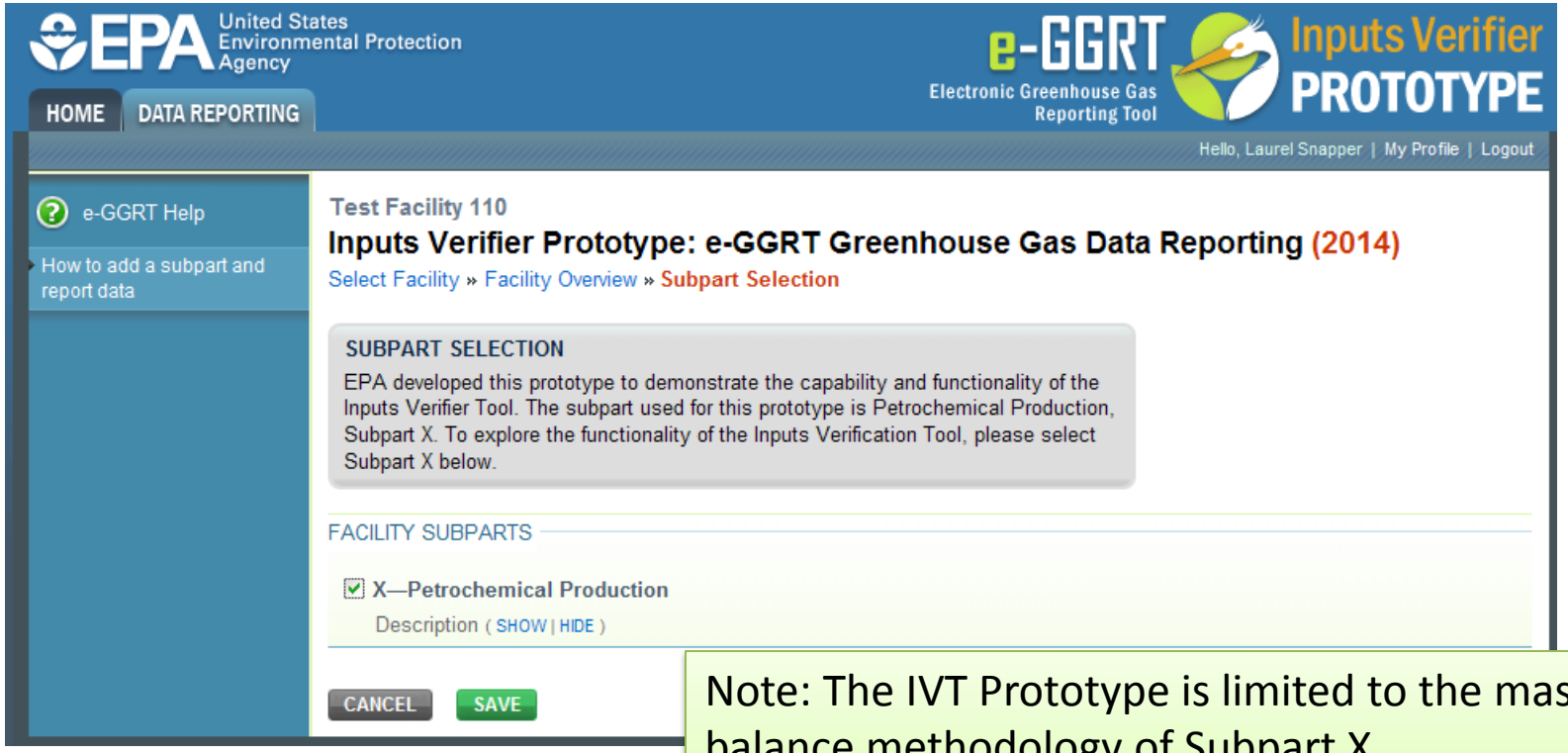
Setting Up Your Facility (continued)



3. To add a Subpart to your facility, click **ADD or REMOVE Subparts**.

Setting Up Your Facility (continued)

4. On the *Subpart Selection* page, select the checkbox for **X—Petrochemical Production**, then click **SAVE**.

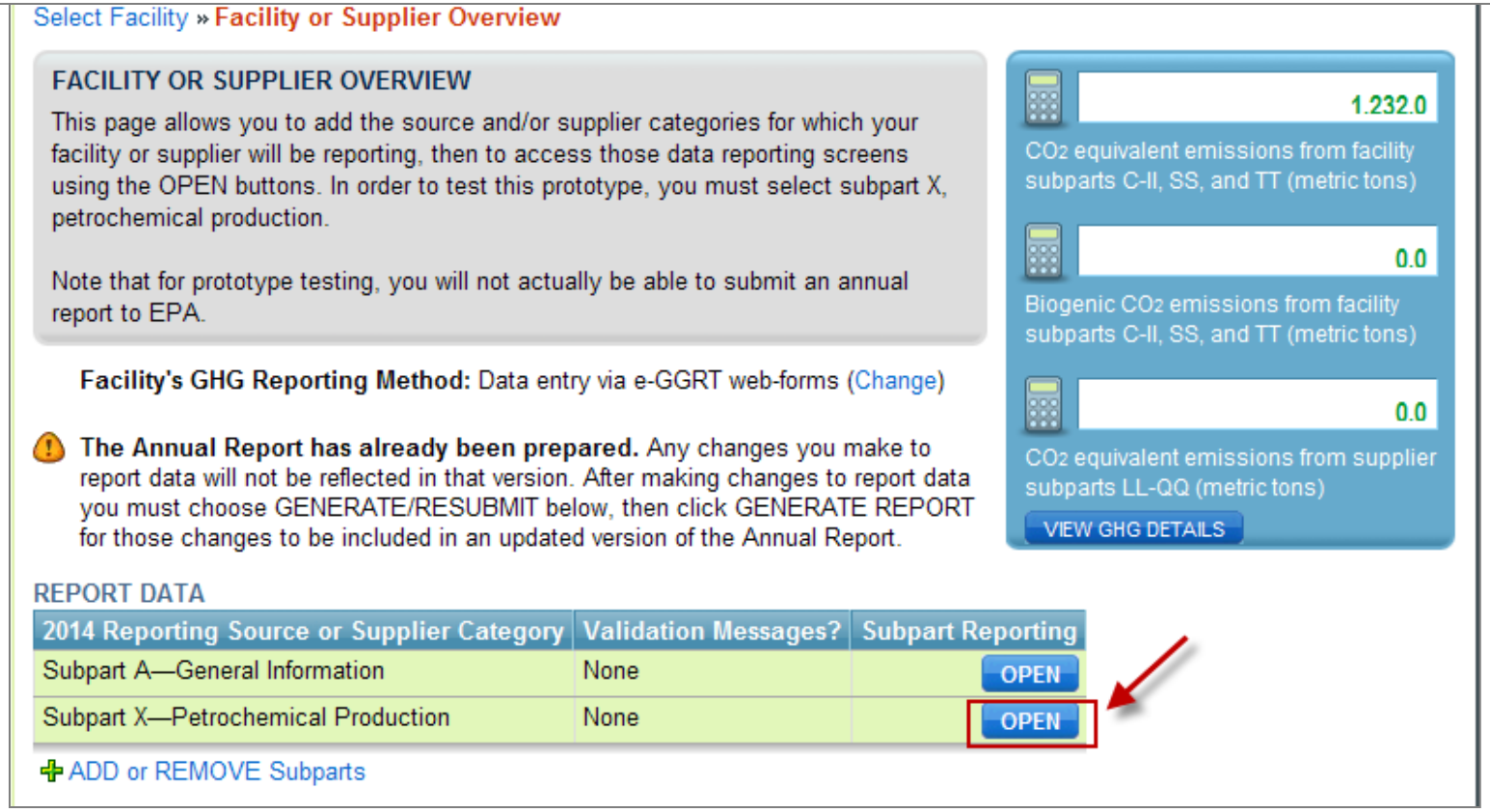


Note: The IVT Prototype is limited to the mass balance methodology of Subpart X (Petrochemical Production).

Example Process Unit – Carbon Black

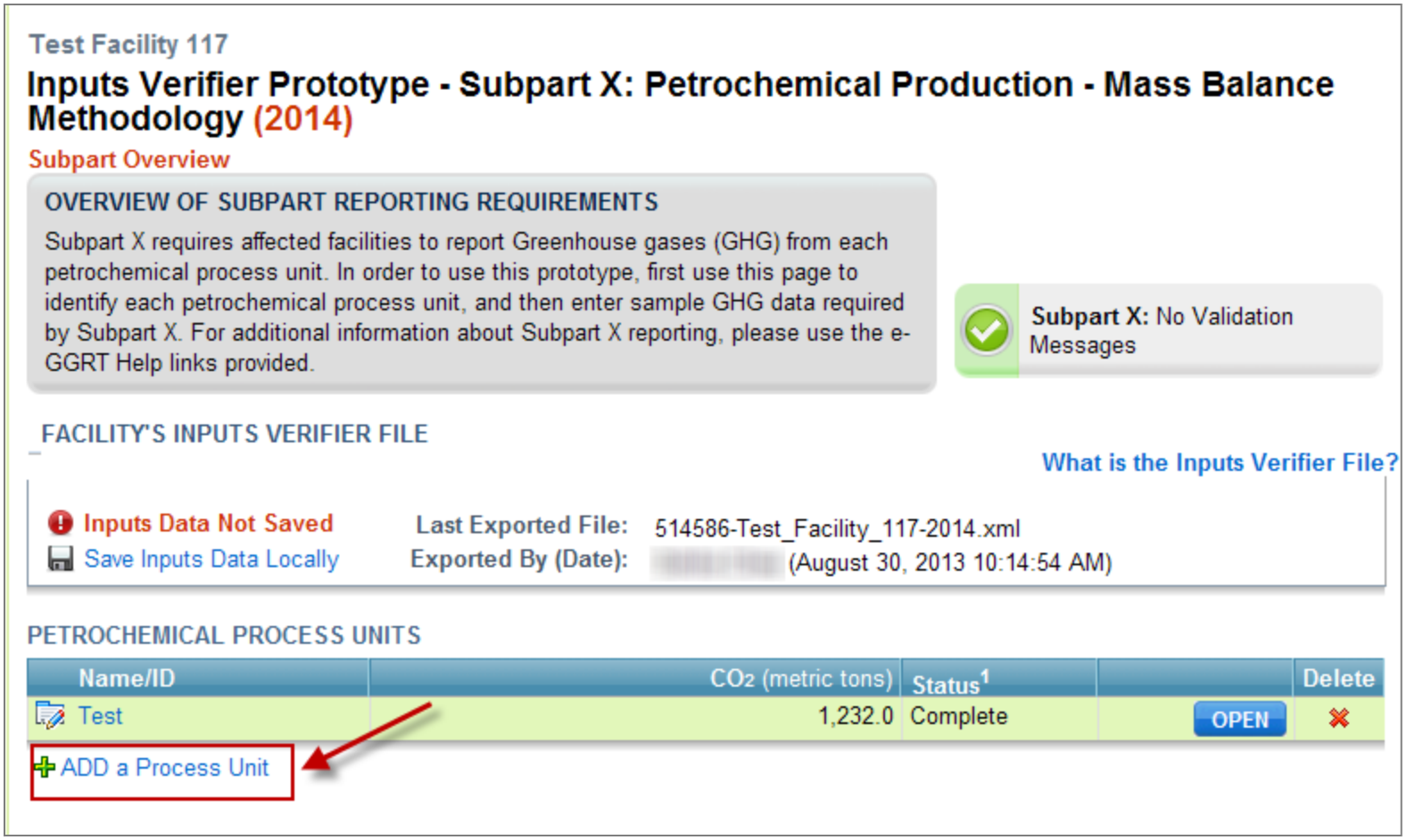
Subpart X (Petrochemical Production), mass balance methodology requires that facilities enter information on each process unit. This example provides sample hypothetical data for a process unit that produces carbon black. This sample data will not result in verification warnings.

Step 1: On the *Facility Overview* page, click **OPEN** for Subpart X.



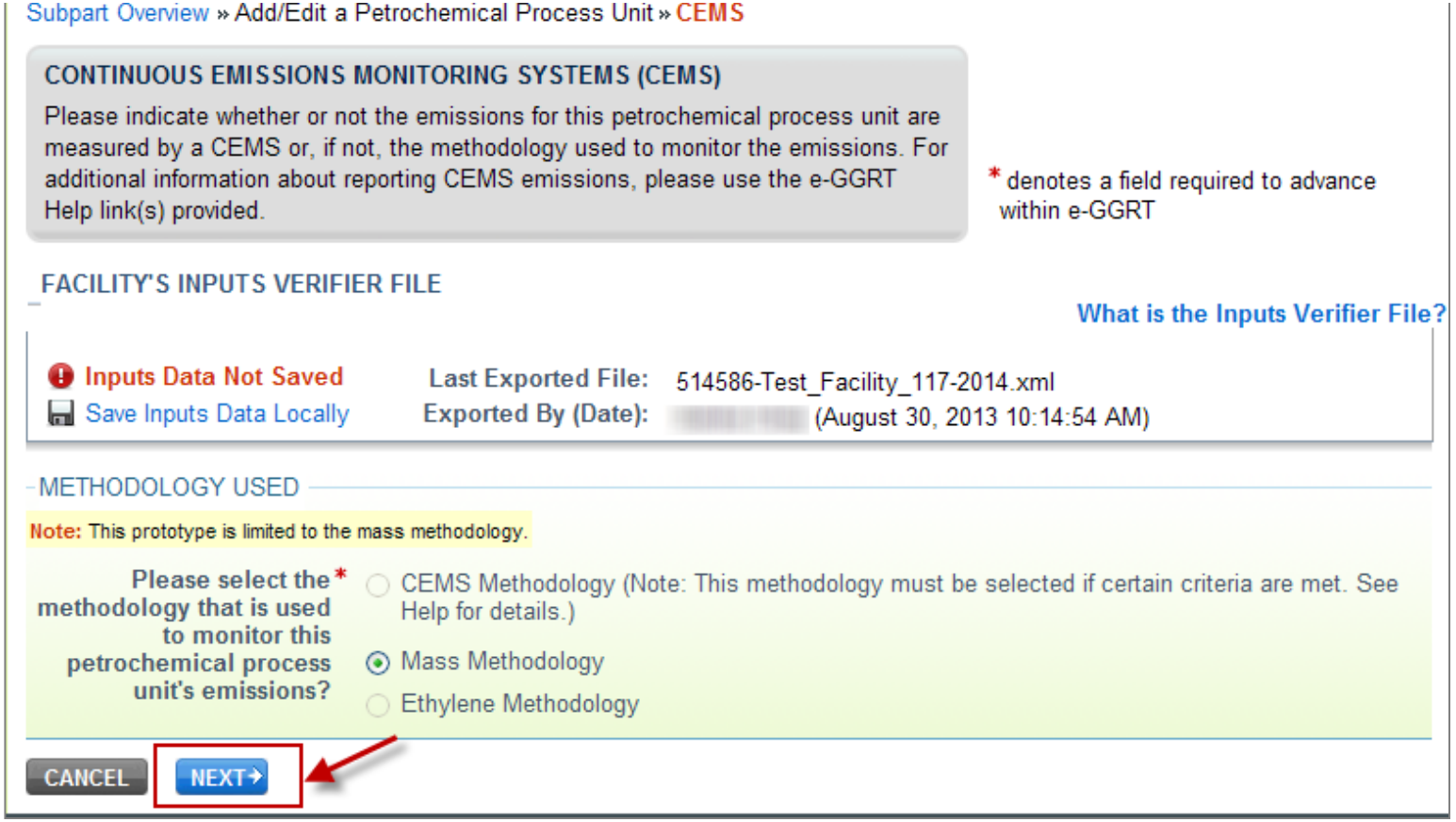
Example Process Unit – Carbon Black

Step 2: On the *Subpart Overview* page, click **ADD a Process Unit**.



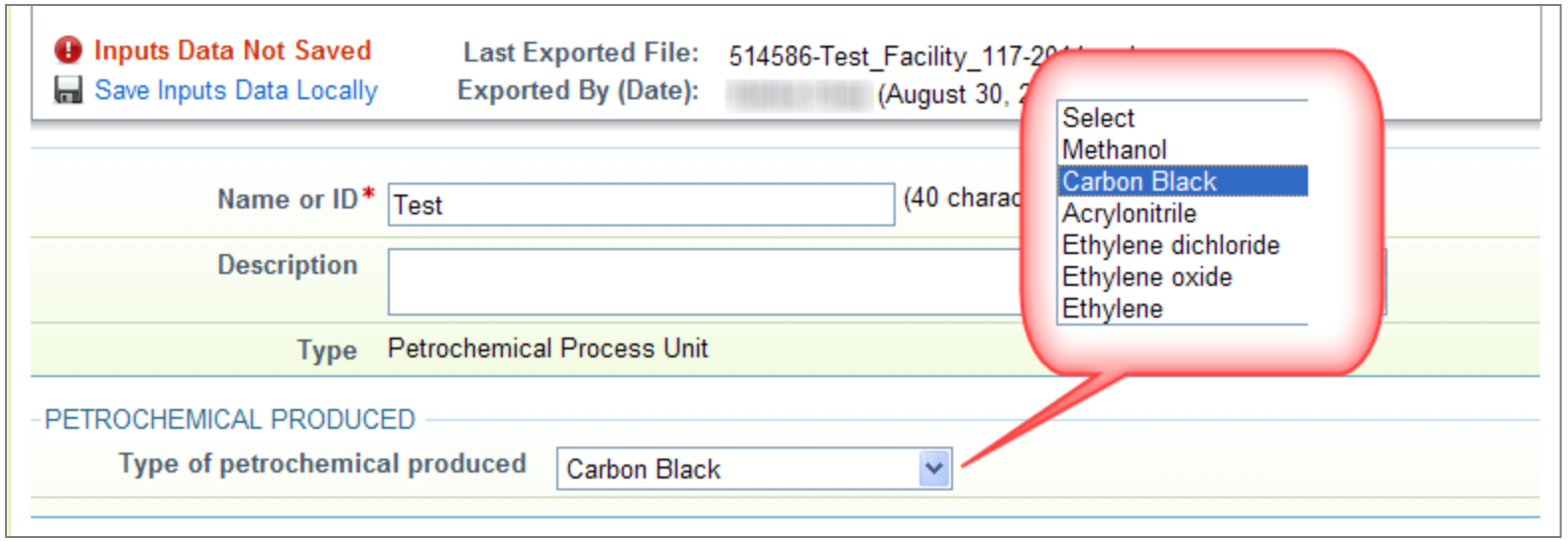
Example Process Unit – Carbon Black

Step 3: On the *Process Unit Methodology* page, click the **NEXT** button. "Mass Methodology" is the only option in the IVT prototype.



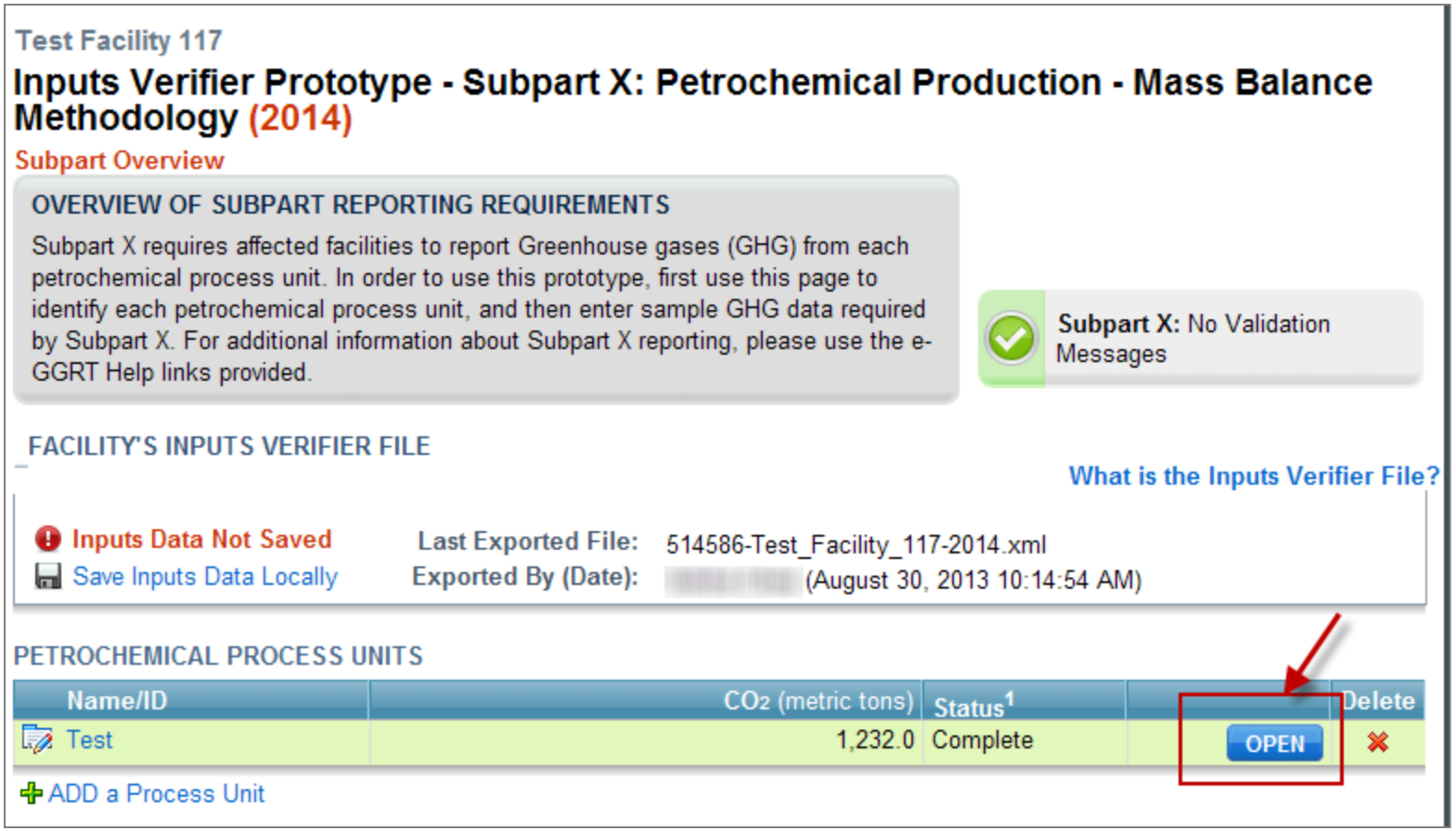
Example Process Unit – Carbon Black

Step 4: On the Process Unit information page, type an entry in the **Name or ID** field. Select "Carbon Black" from the **Type of petrochemical produced** dropdown list. In the **Combustion Configurations** field, type "None”. Click **SAVE**.



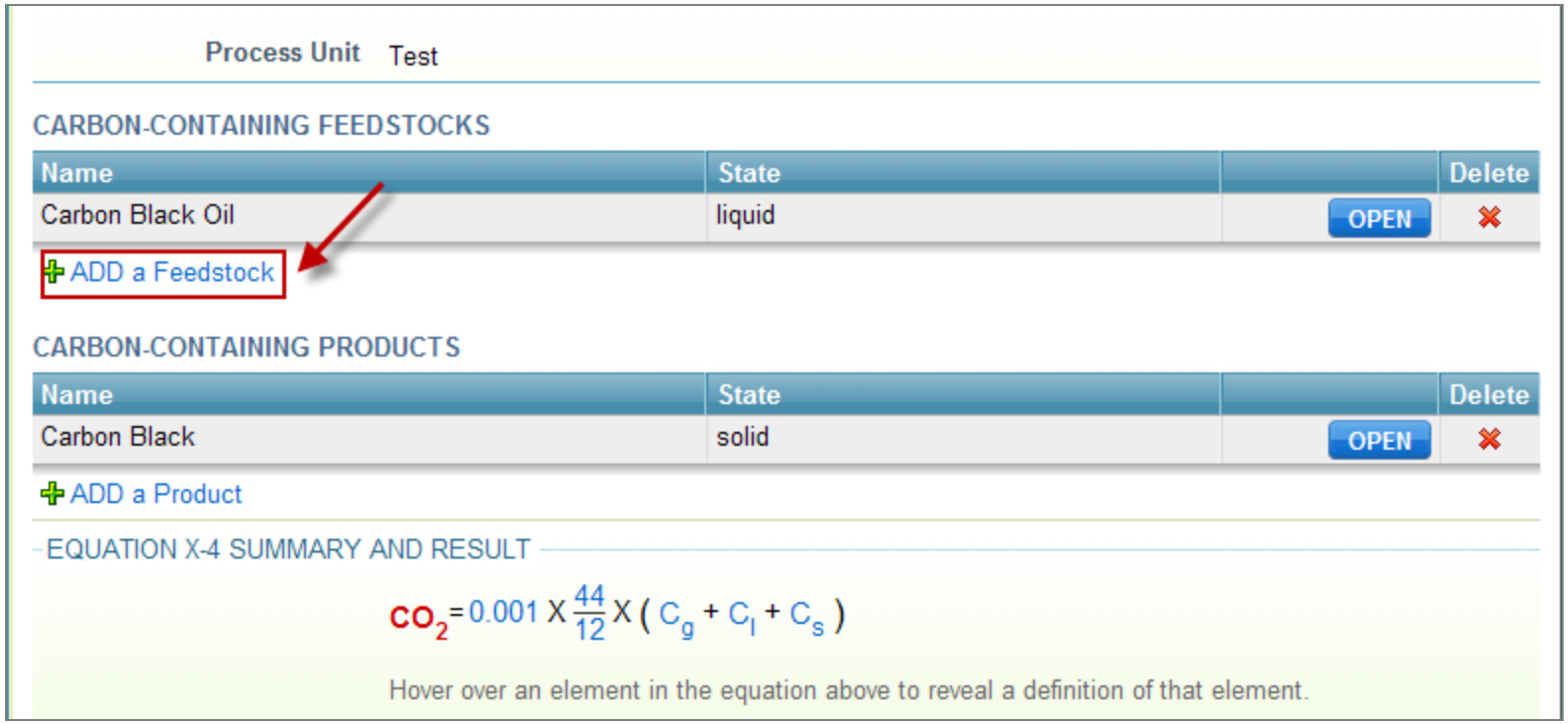
Example Process Unit – Carbon Black

Step 5: On the Subpart Overview page, click the **OPEN** button for the process unit.



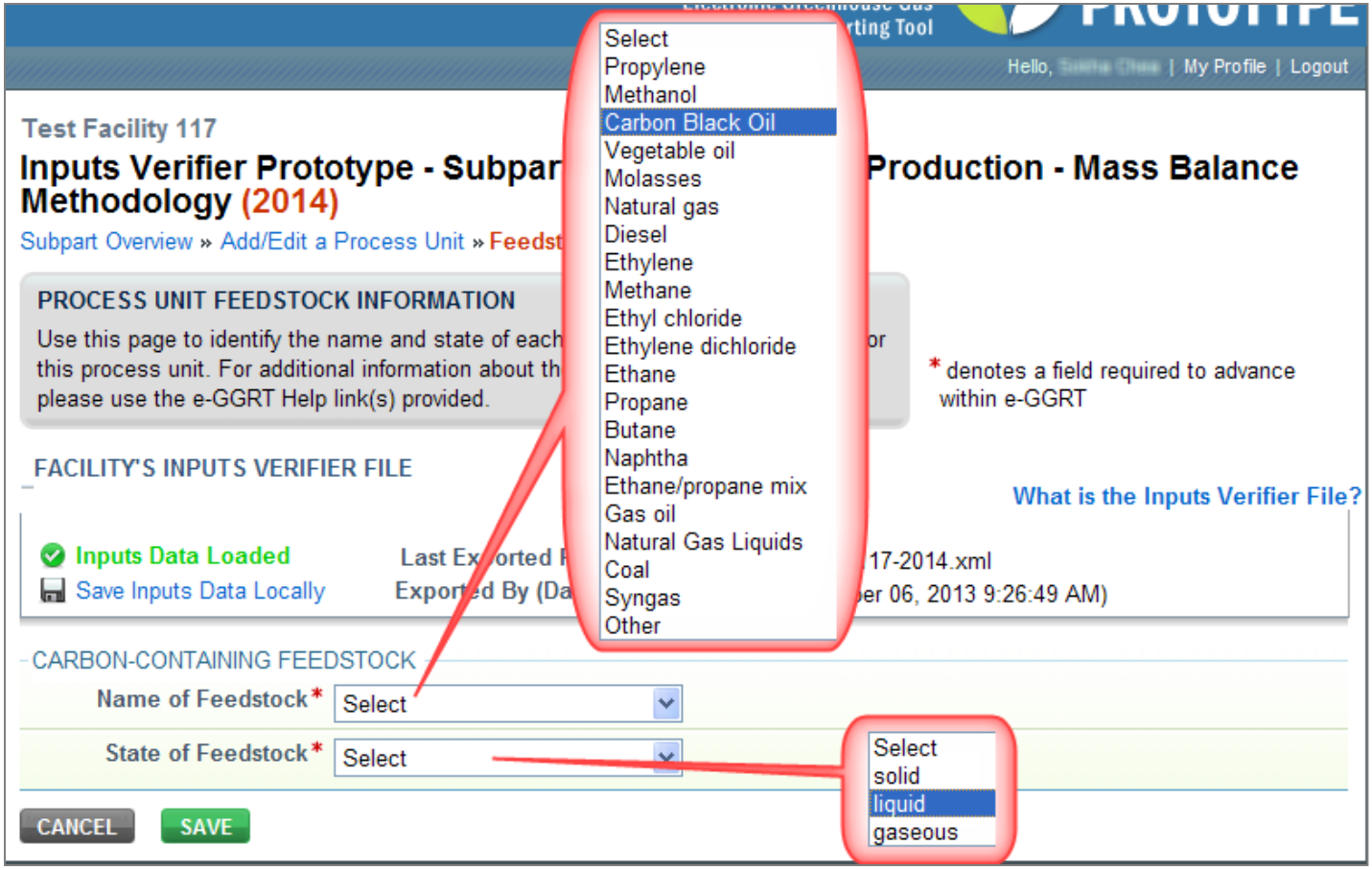
Example Process Unit – Carbon Black

Step 6a: On the Process Unit data page, click **ADD a Feedstock**.



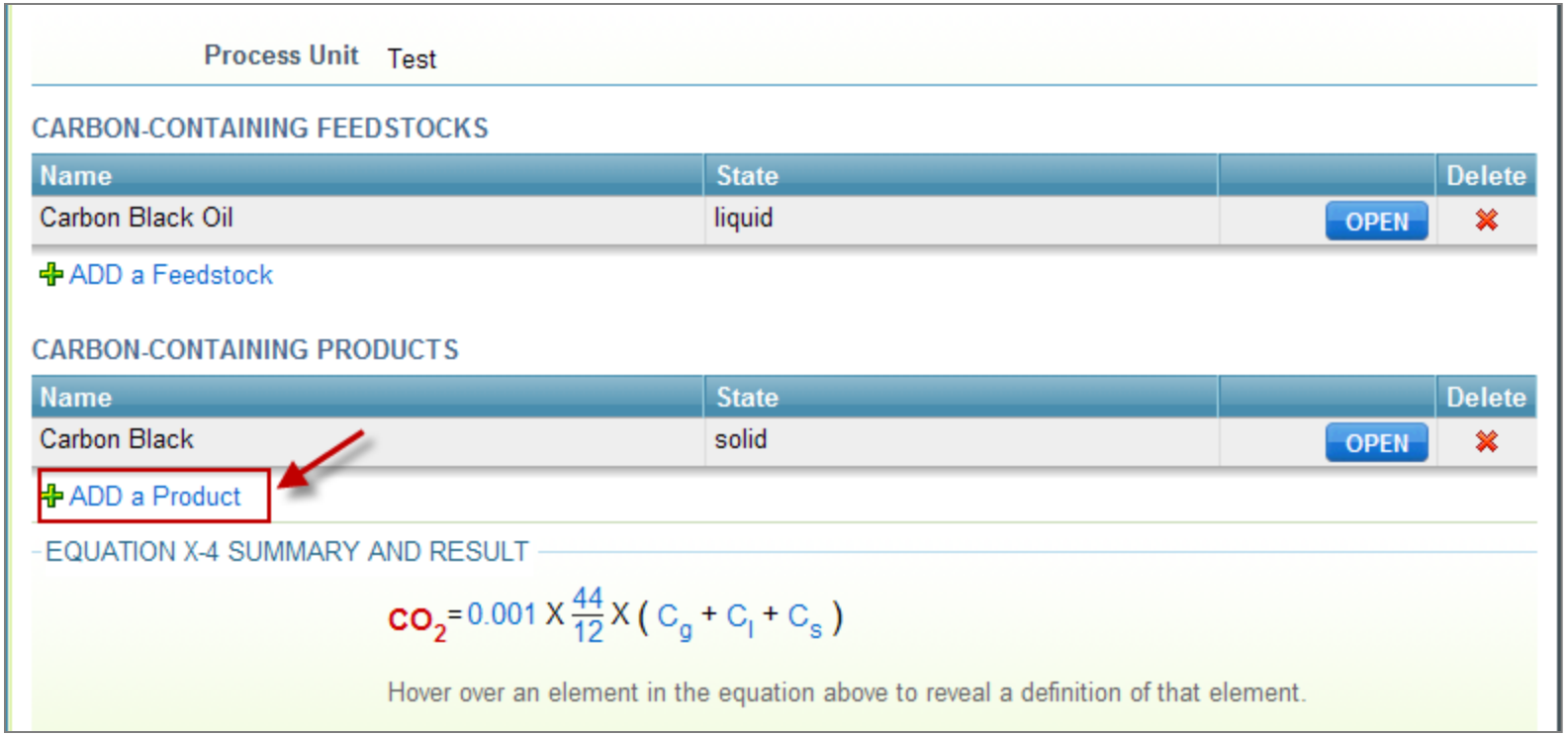
Example Process Unit – Carbon Black

Step 6b: On the Feedstock page, select "Carbon Black Oil" for **Name of Feedstock** and "liquid" for **State of Feedstock**, then click **SAVE**.



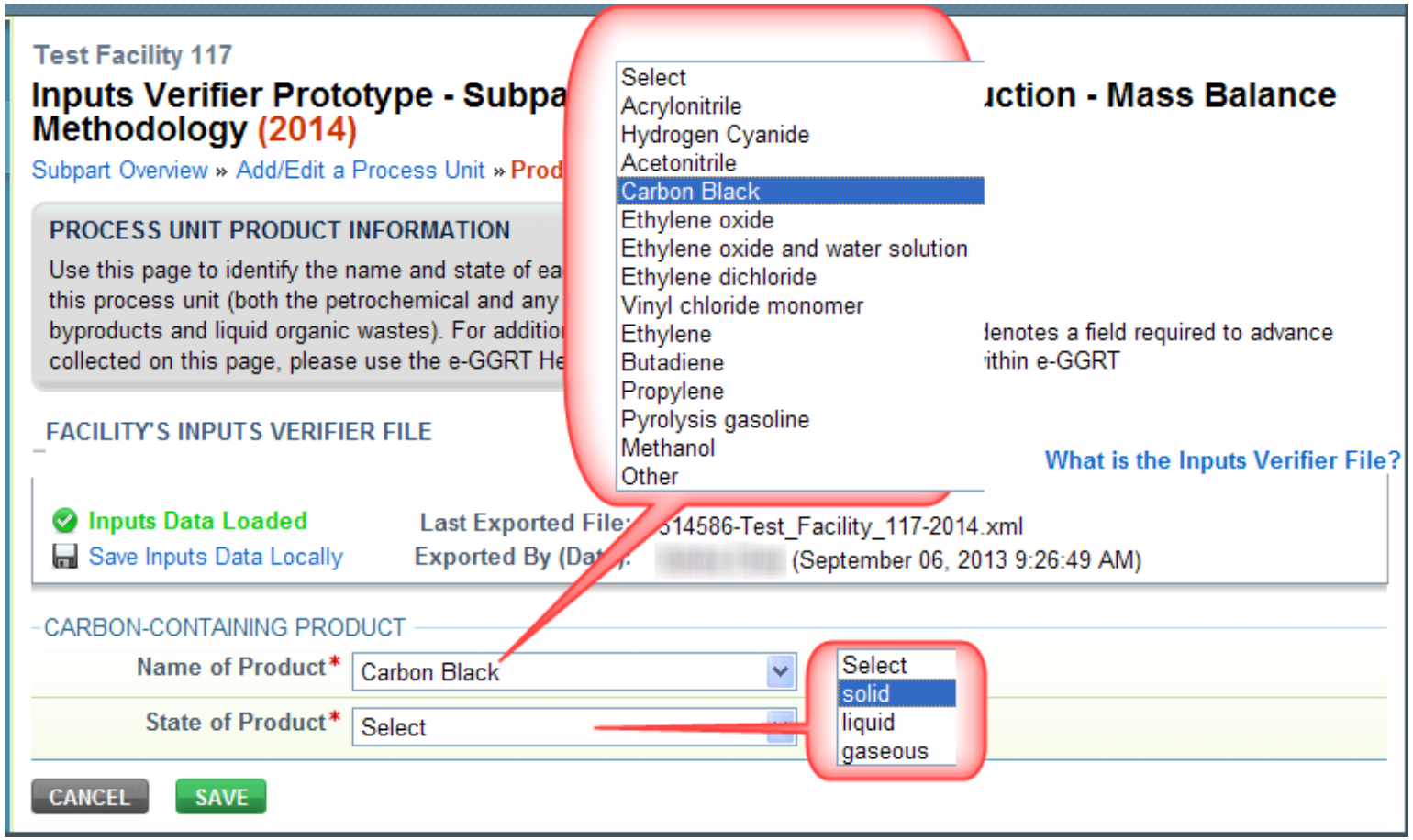
Example Process Unit – Carbon Black

Step 7a: On the *Process Unit* Feedstocks and Products page, click **ADD a Product**.



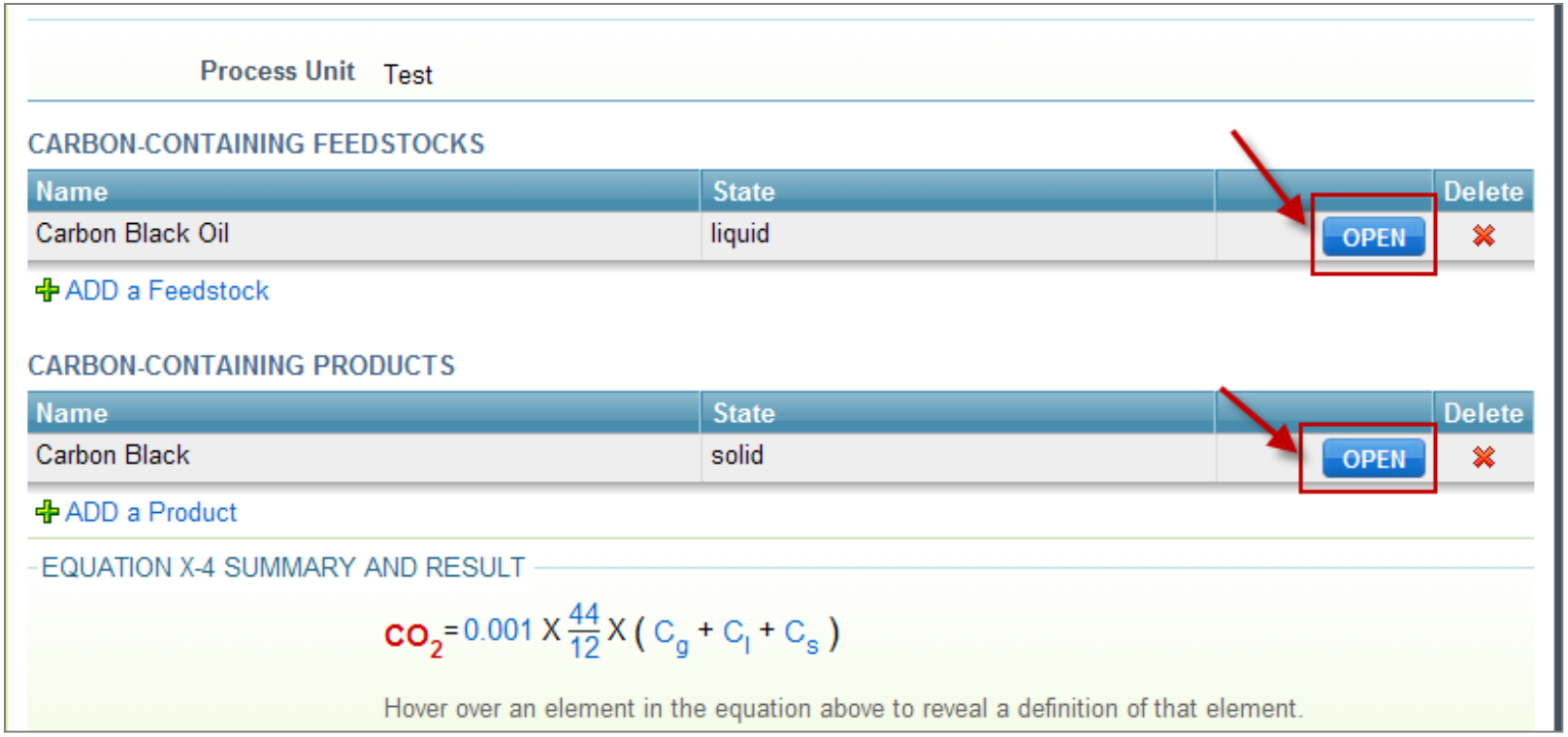
Example Process Unit – Carbon Black

Step 7b: On the *Product* page, select "Carbon Black" for **Name of Product** and "solid" for **State of Product**, then click **SAVE**.



Example Process Unit – Carbon Black

Step 8: On the *Process Unit* Feedstocks and Products page, click **OPEN** for each listed feedstock and product to enter data, as shown in Steps 8a and 8b.



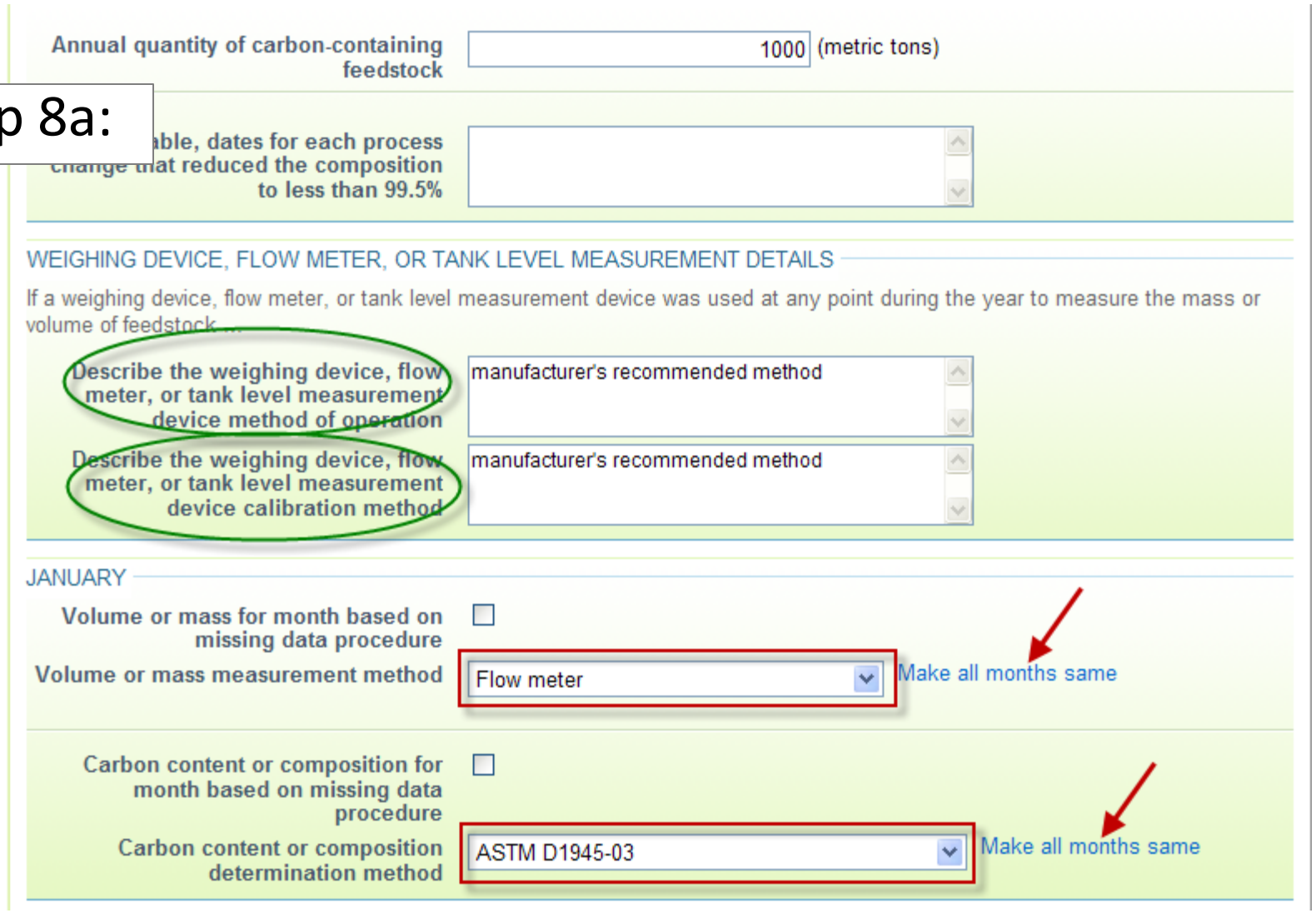
Example Process Unit – Carbon Black

Step 8a – as shown in the following image:

- On the Feedstock Data page, type “1000" in the **Annual quantity of carbon-containing feedstock** field.
- Type “manufacturers recommended method" in both **Describe the weighing device**... fields.
- Under January, select "Flow Meter" for the **Volume or mass measurement method** field, then click **Make all months same**.
- Also under January, select "ASTMD 1945-03" for the **Carbon content or composition determination method** field, then click **Make all months same**.
- Click **SAVE**.

Example Process Unit – Carbon Black

Step 8a:



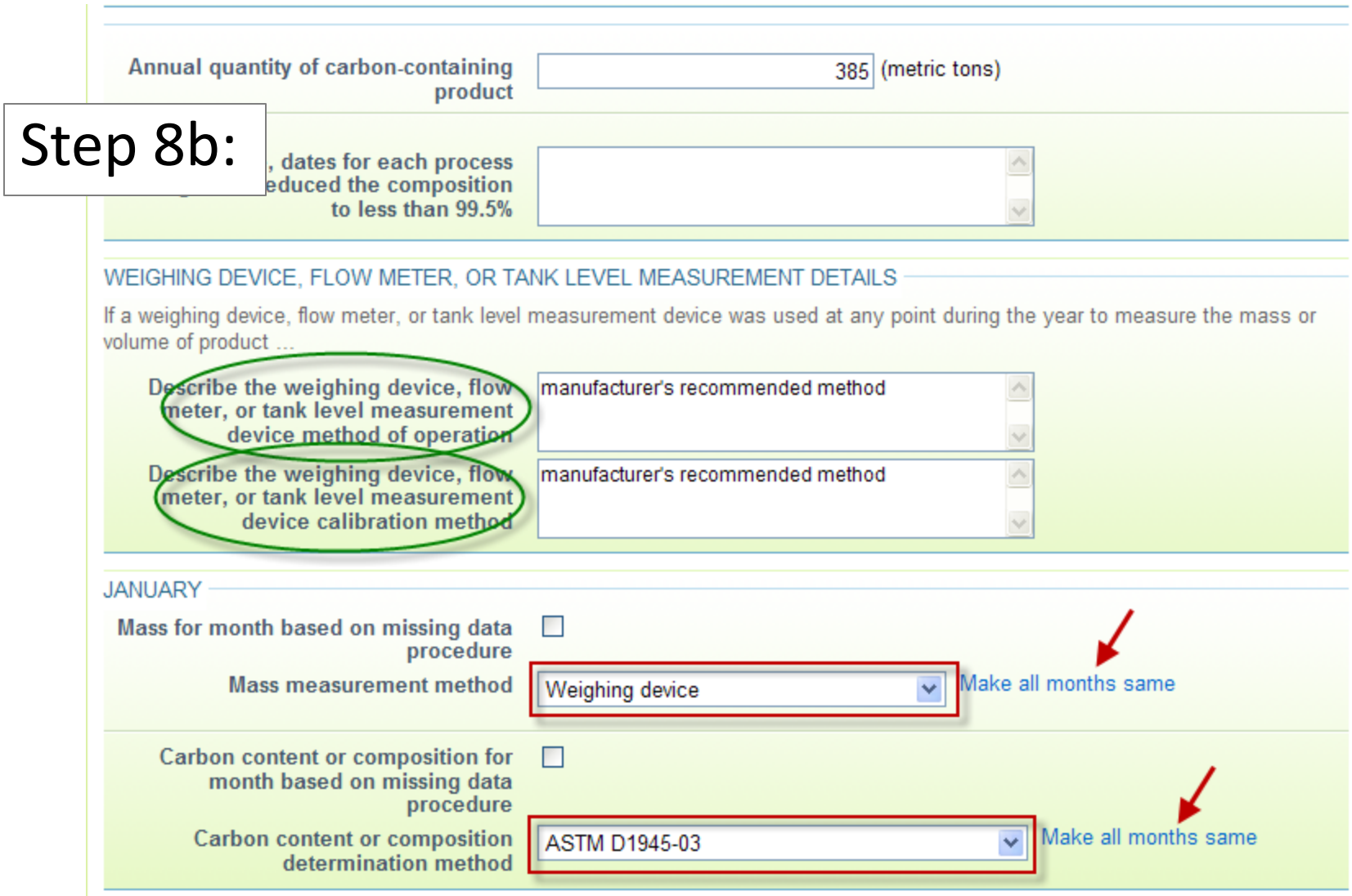
Example Process Unit – Carbon Black

Step 8b – as shown in the following image:

- On the Product Data page, type “385" in the **Annual quantity of carbon-containing product** field.
- Type “manufacturers recommended method" in both **Describe the weighing device**... fields.
- Under January, select “Weighing Device" for the **Mass measurement method** field, then click **Make all months same**.
- Also under January, select " ASTMD 1945-03" for the **Carbon content or composition determination method** field, then click **Make all months same**.
- Click **SAVE**.

Example Process Unit – Carbon Black

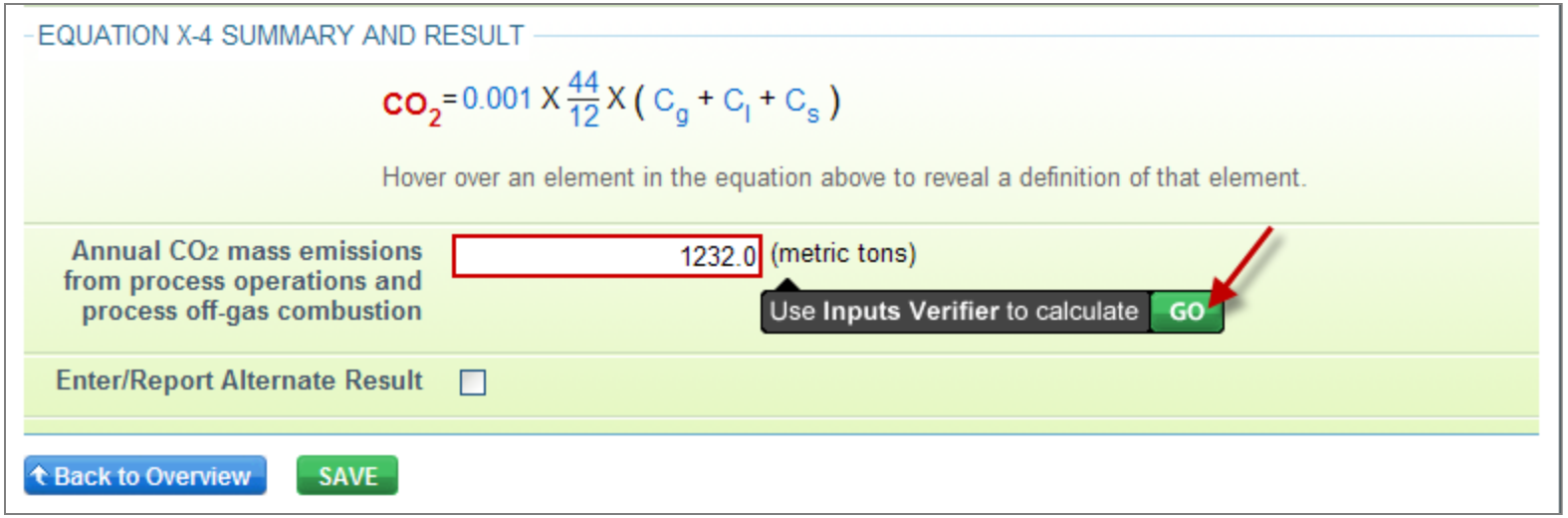
Step 8b:



Entering Data in IVT

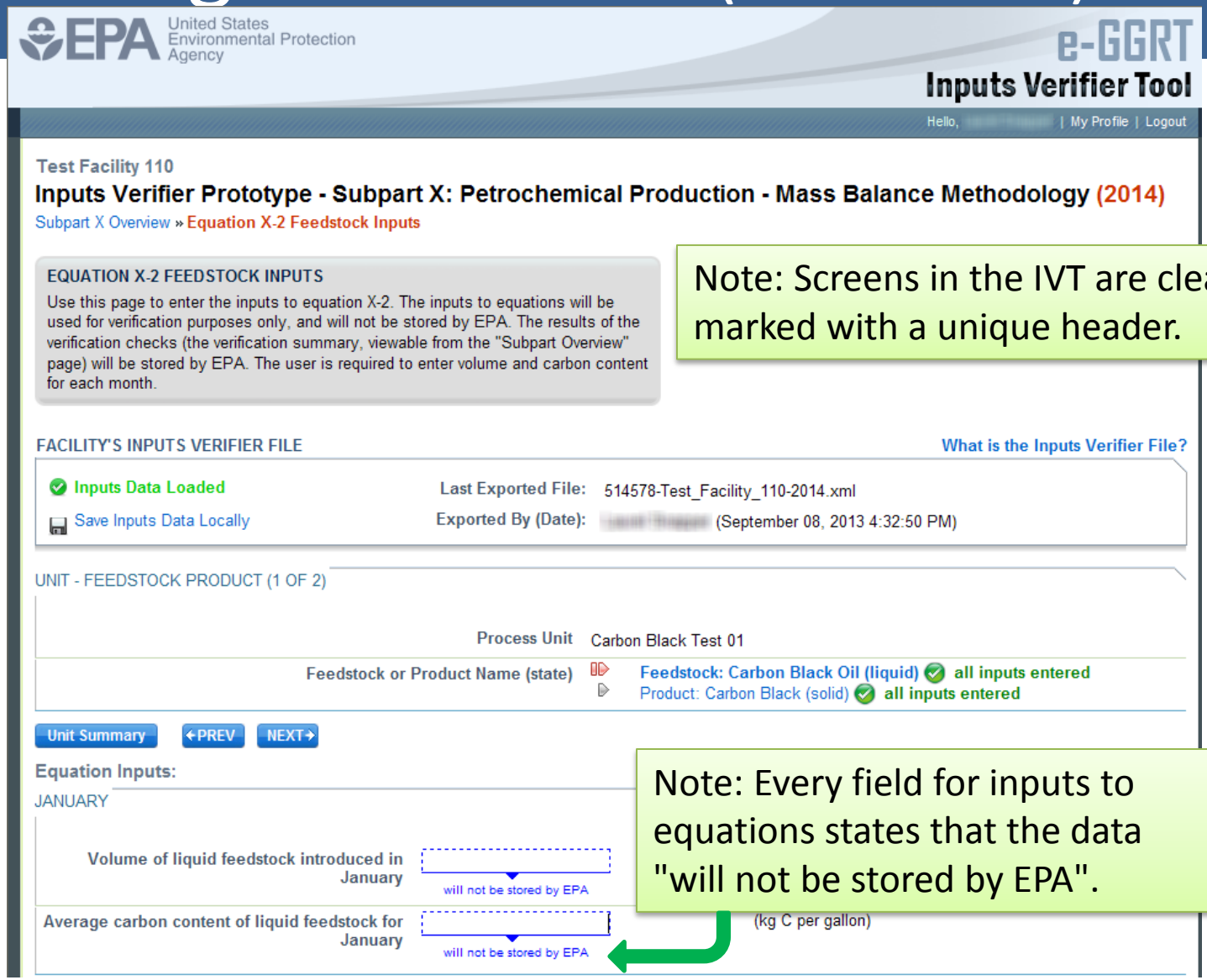
To enter sample data in the inputs verifier tool prototype, follow the steps below. They continue the example scenario started in the "Example Process Unit – Carbon Black" section above.

Step 1: On the *Process Unit Information* page, click the button labeled **Use Inputs Verifier to calculate | GO**.



This will open the IVT for the process unit, as shown on the next slide.

Entering Data in IVT (continued)

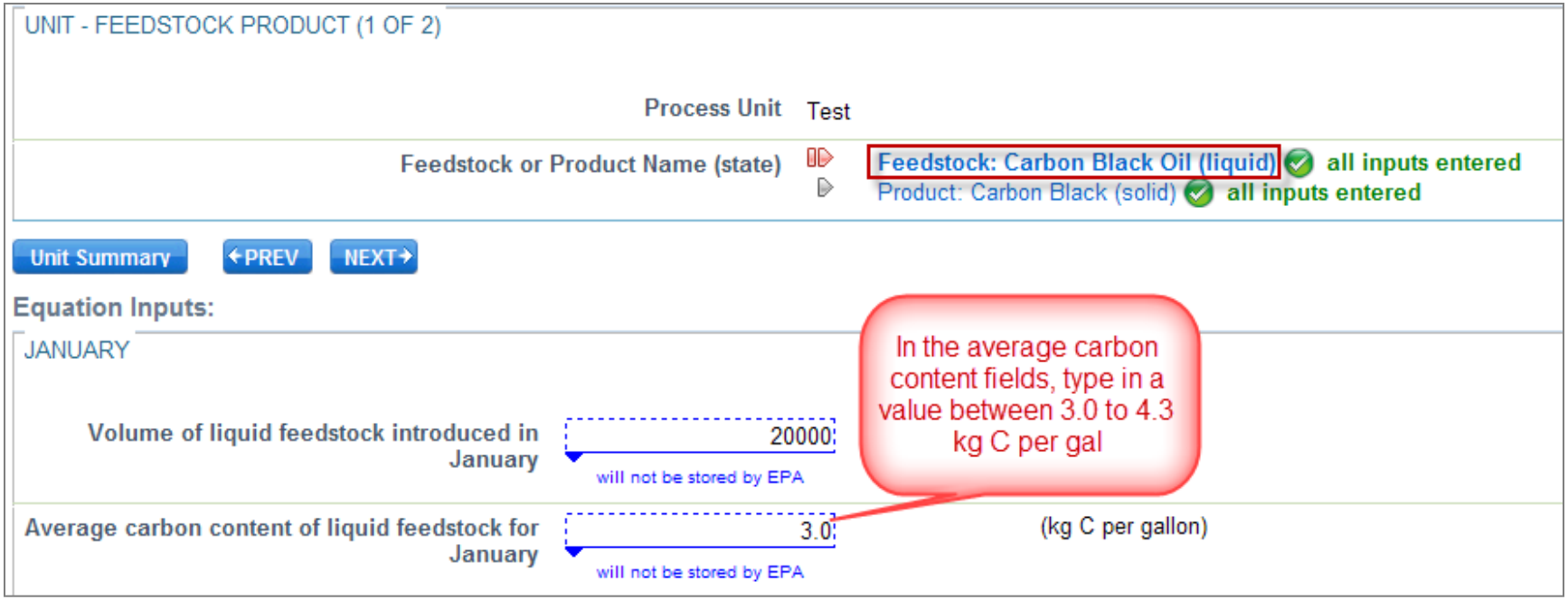


Note: Screens in the IVT are clearly marked with a unique header.

Note: Every field for inputs to equations states that the data "will not be stored by EPA".

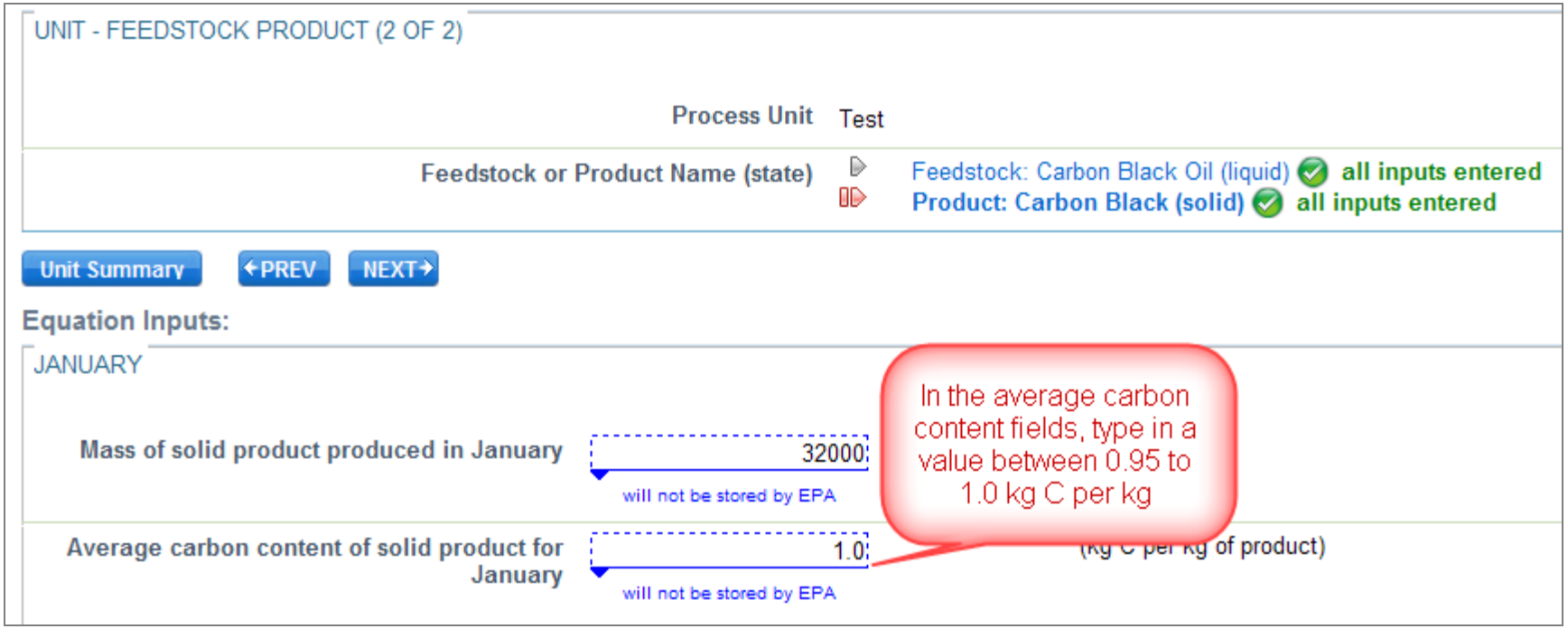
Entering Data in IVT (continued)

Step 2: On the Feedstock inputs page, enter "20000" for each **Volume of liquid feedstock introduced in...** field and "3.0" for each **Average carbon content of liquid feedstock for...** field. Click **SAVE**, then click **NEXT** or **Product: Carbon Black (solid)**.



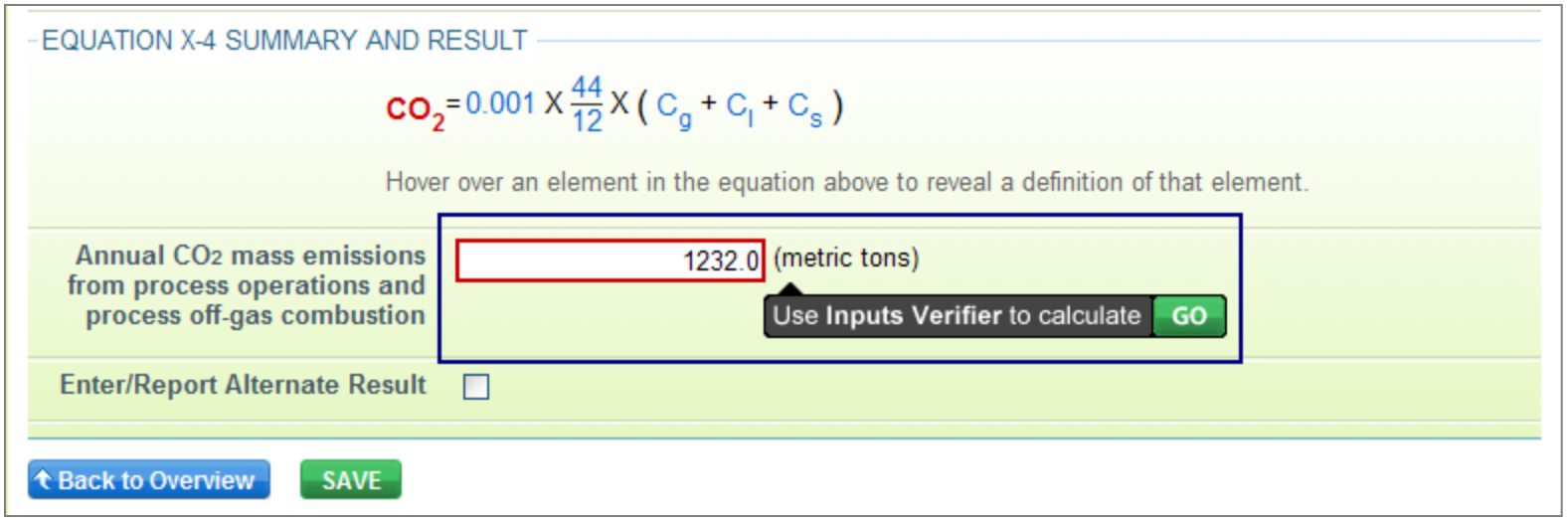
Entering Data in IVT (continued)

Step 3: On the Product inputs page, enter "32000" for each **Volume of liquid product introduced in...** field and "1.0" for each **Average carbon content of liquid product for...** field. Click **SAVE**.



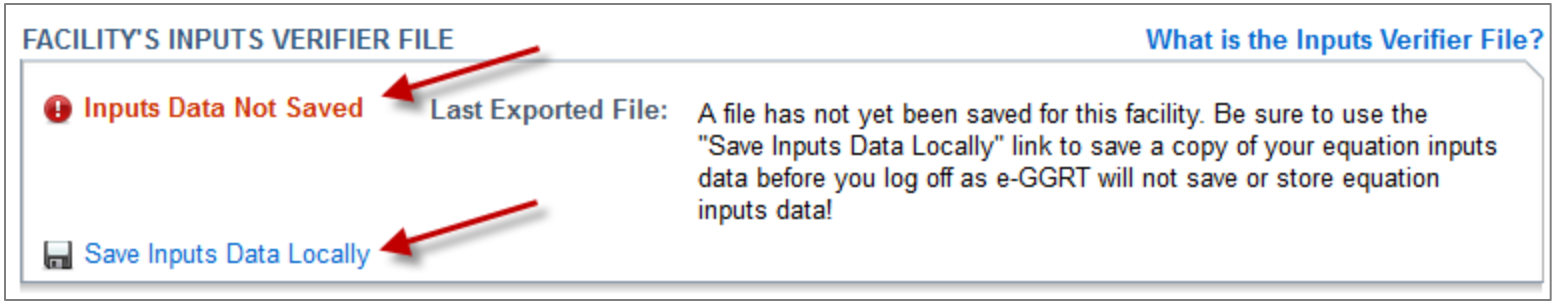
Entering Data in IVT (continued)

Step 4: To view the annual CO2 mass emissions calculated using your equation inputs, click **Unit Summary**. The Process Unit Feedstocks and Products page will be displayed, with the calculated value shown at the bottom of the page under “Equation X-4 Summary and Result”.



Entering Data in IVT (continued)

When you use the inputs verifier tool prototype, you will be prompted to save your inputs file to your computer or other location that you designate. On each subsequent log in, you will be prompted to temporarily upload the latest version of the inputs file. The e-GGRT system will not save data entered into the Inputs Verifier Tool. Users are responsible for saving their inputs files.



Verification Checks Conducted by IVT

IVT conducts the following verification checks on the entered inputs to equations:

- Screen Error - a required input is missing, or another data condition that prevents saving the input values on a data entry page.
- Range Check (data quality) - an input value is outside of the expected range estimated by the EPA.
- Algorithm (data quality) - two or more values are compared to each other, and the result is not what would be expected by the EPA.

Examples of Warning Messages Generated by IVT

- The inputs entered in the previous sample scenario will not result in verification messages from the IVT.
- To generate a range check verification warning message, go to the *Equation X-2 Feedstock Inputs* page and change the **Average Carbon content of liquid feedstock** for January to 1.5 kg C per gallon.
- To generate an algorithm verification warning, go to the *Equation X-2 Feedstock Inputs* page and change the **Volume of liquid feedstock introduced** in January to 200,000 gallons.

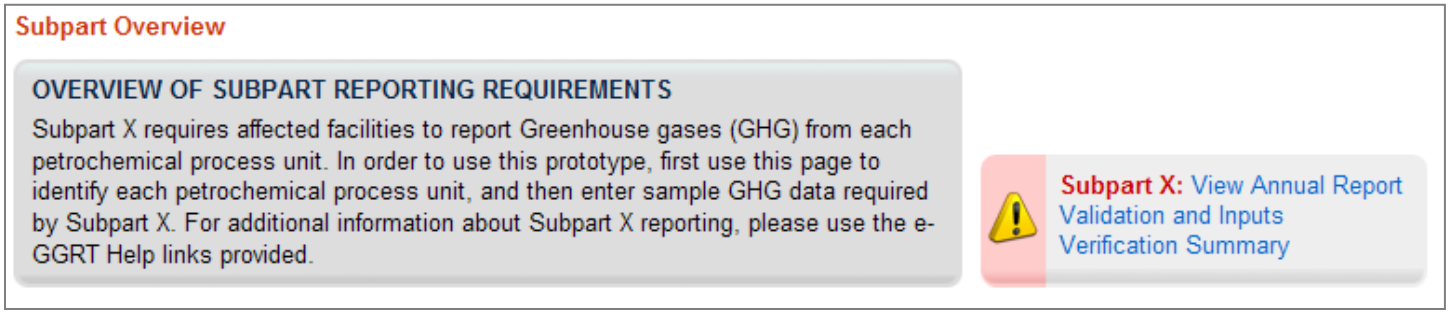
Viewing the Inputs Verification Summary

When you enter inputs to equations data elements on a page and save the page, the IVT prototype performs the verification checks on the inputs to equations. The IVT prototype records an informative message in the Inputs Verification Summary for each check that results in a potential error.

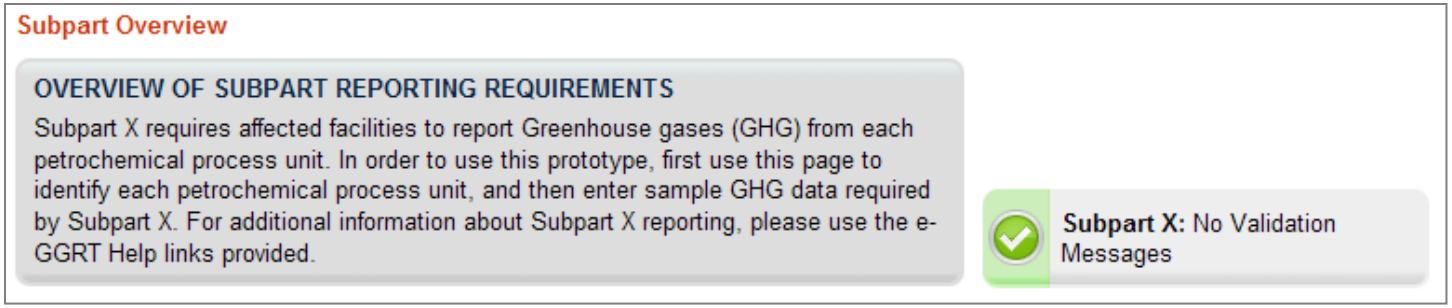
Viewing the Inputs Verification Summary (continued)

To view the Inputs Verification Summary:

Click the Subpart Overview link at the top of the screen. On the Subpart Overview page, click the **View Annual Report Validation and Inputs Verification Summary** link.

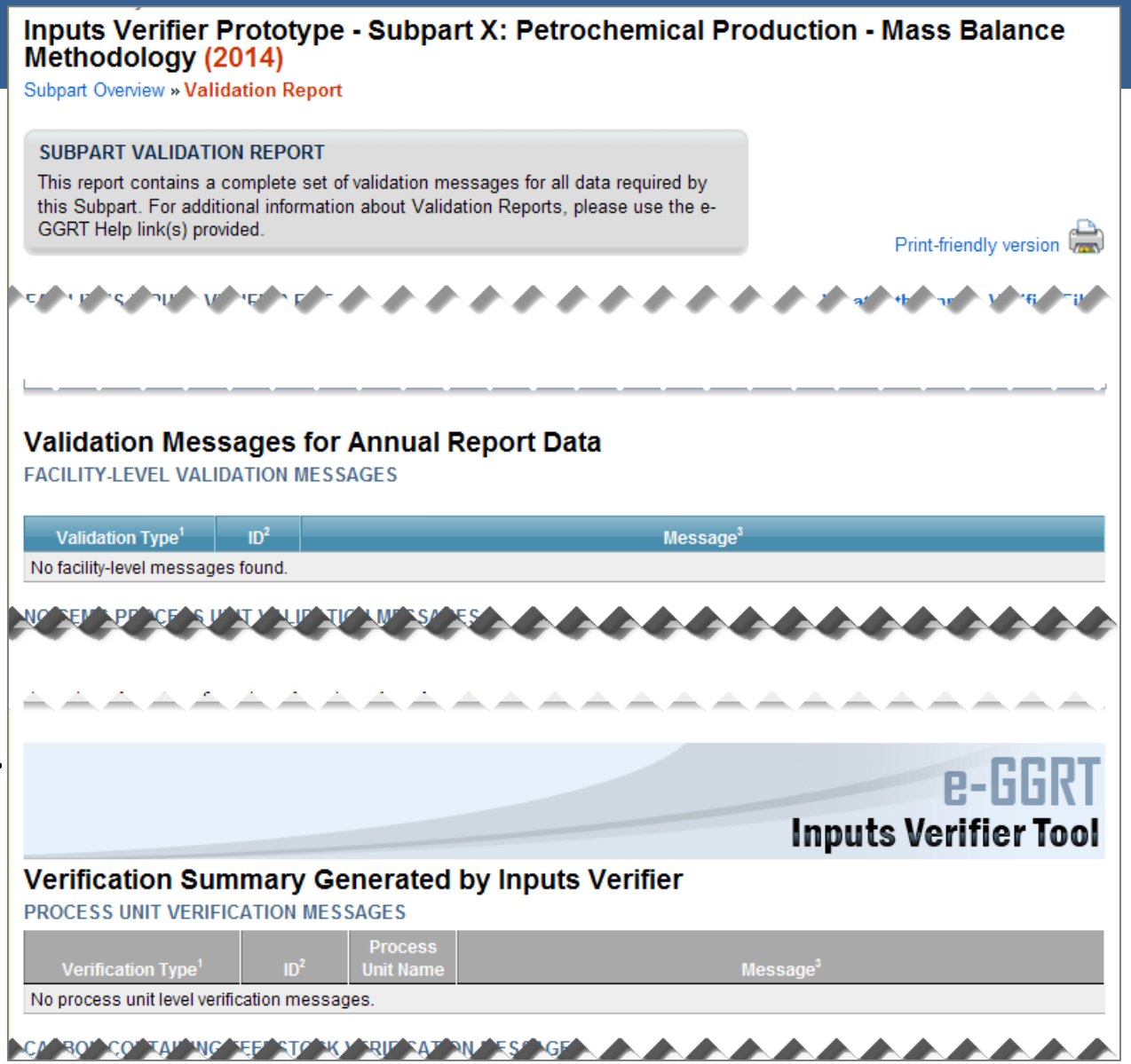


Or, if all data entered has satisfied the defined verification checks, this section will have a green checkmark and the label “No Validation Messages”.



Viewing the Inputs Verification Summary (continued)

The *Validation Report* page will display. It has two sections: "Validation Messages for Annual Report Data" and "Verification Summary Generated by Inputs Verifier".



Inputs Verifier Prototype - Subpart X: Petrochemical Production - Mass Balance Methodology (2014)

Subpart Overview » Validation Report

SUBPART VALIDATION REPORT

This report contains a complete set of validation messages for all data required by this Subpart. For additional information about Validation Reports, please use the e-GGRT Help link(s) provided.

Print-friendly version

Validation Messages for Annual Report Data

FACILITY-LEVEL VALIDATION MESSAGES

Validation Type[1]	ID[2]	Message[3]
No facility-level messages found.		

e-GGRT Inputs Verifier Tool

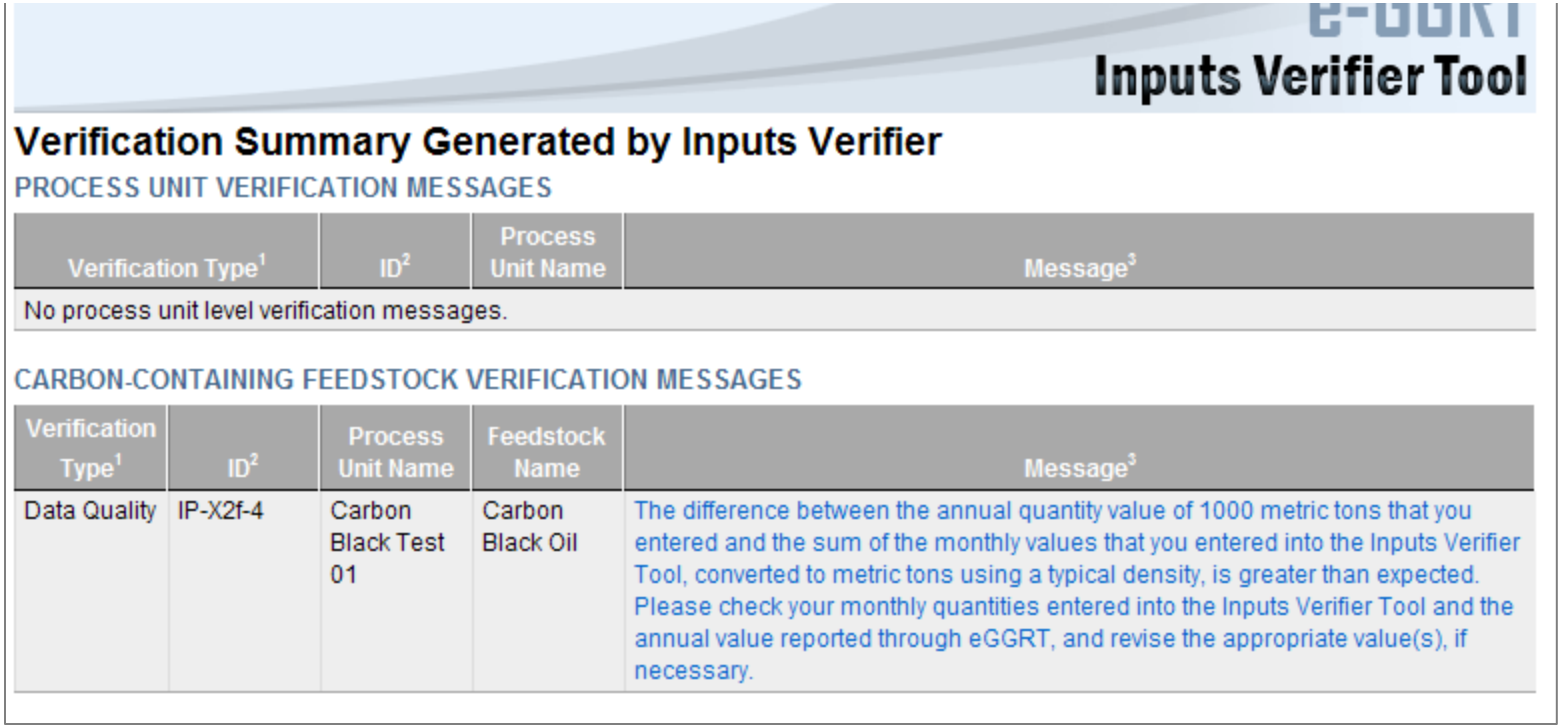
Verification Summary Generated by Inputs Verifier

PROCESS UNIT VERIFICATION MESSAGES

Verification Type[1]	ID[2]	Process Unit Name	Message[3]
No process unit level verification messages.			

Viewing the Inputs Verification Summary (continued)

In each section, the Message text is linked to the related field. To view and correct the data, click on the text for the associated message. The data entry page containing the field will be displayed. In the example shown, clicking the Message for ID IP-X2f-4 will cause the Process Unit page to be displayed.



Inputs Verifier Tool

Verification Summary Generated by Inputs Verifier

PROCESS UNIT VERIFICATION MESSAGES

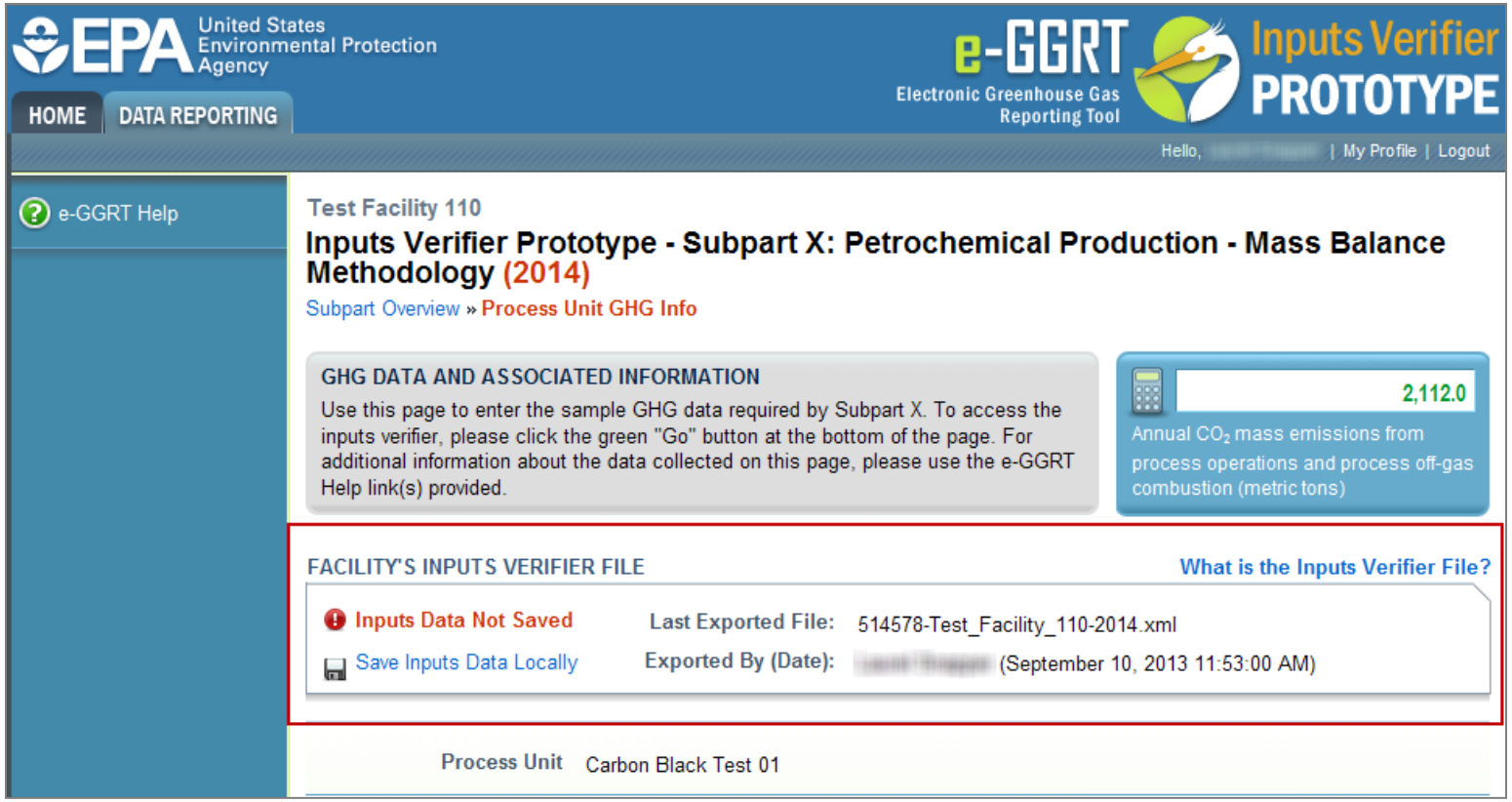
Verification Type[1]	ID[2]	Process Unit Name	Message[3]
No process unit level verification messages.			

CARBON-CONTAINING FEEDSTOCK VERIFICATION MESSAGES

Verification Type[1]	ID[2]	Process Unit Name	Feedstock Name	Message[3]
Data Quality	IP-X2f-4	Carbon Black Test 01	Carbon Black Oil	The difference between the annual quantity value of 1000 metric tons that you entered and the sum of the monthly values that you entered into the Inputs Verifier Tool, converted to metric tons using a typical density, is greater than expected. Please check your monthly quantities entered into the Inputs Verifier Tool and the annual value reported through eGGRT, and revise the appropriate value(s), if necessary.

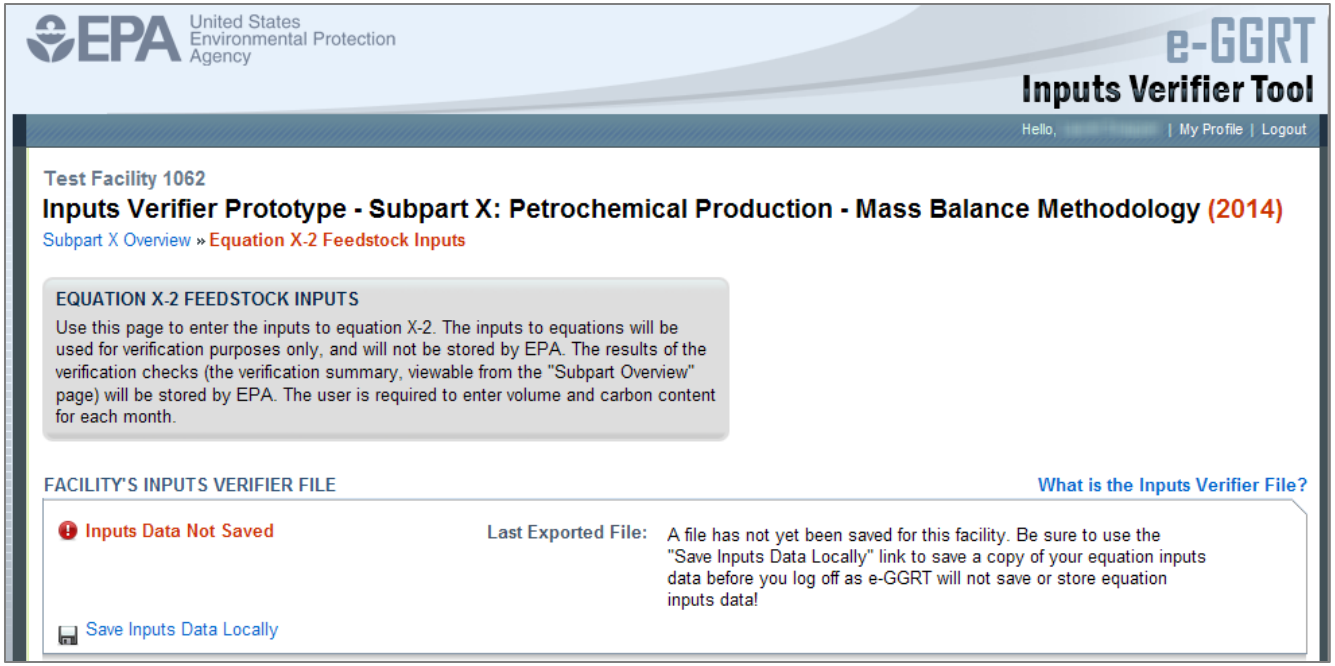
Saving an Inputs File

In the FACILITY'S INPUTS VERIFIER FILE section at the top of the screen, immediately below the grey box, IVT will present the save status of your facility's inputs verifier file.



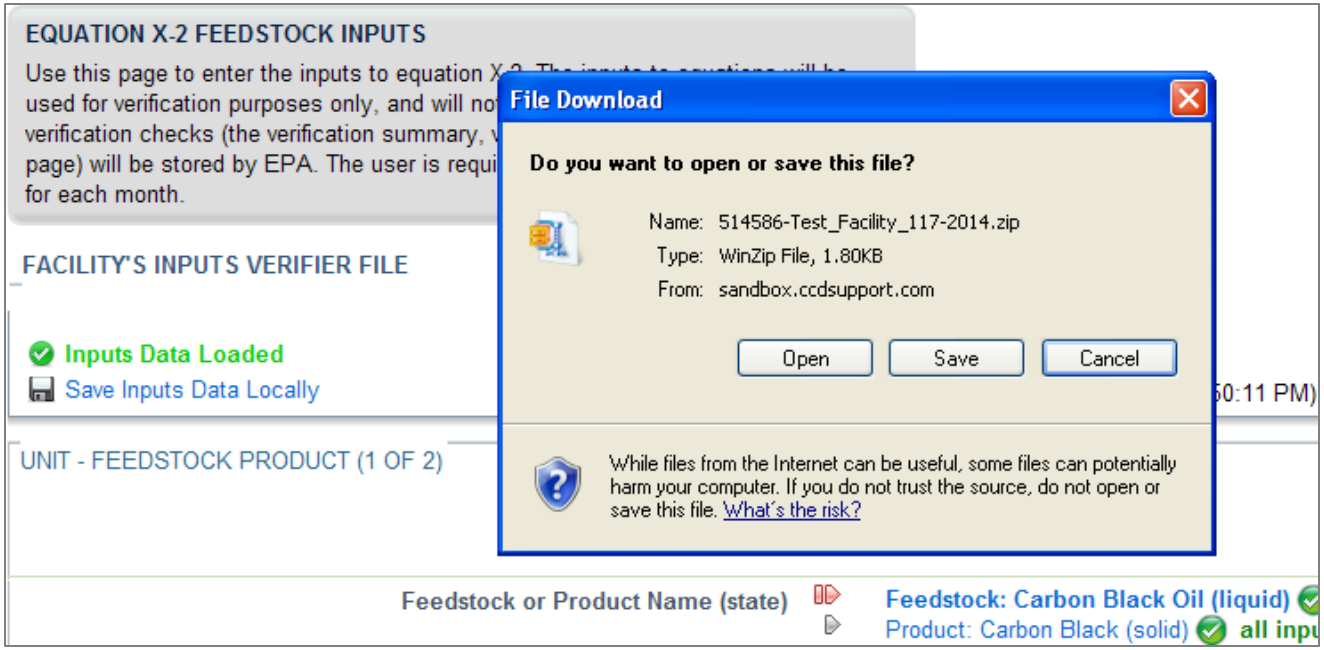
Saving an Inputs File

Before beginning data entry of equation inputs, this section will state “No inputs verifier file exists”. After equation inputs have been entered and prior to saving your inputs file, this section will state "Inputs Data Not Saved”, and the "Last Exported File" field will state that an inputs file has not yet been saved. The following slides explain how to export and save the file.



Saving an Inputs File (continued)

To export the inputs verifier file, click **Save Inputs Data Locally**. You will be presented with an opportunity to save the inputs verifier file, similar to the example shown. The IVT records that you have saved your inputs file each time you click “Save Inputs Data Locally”. The IVT does not record where you save your inputs file or if you elect to cancel this action.

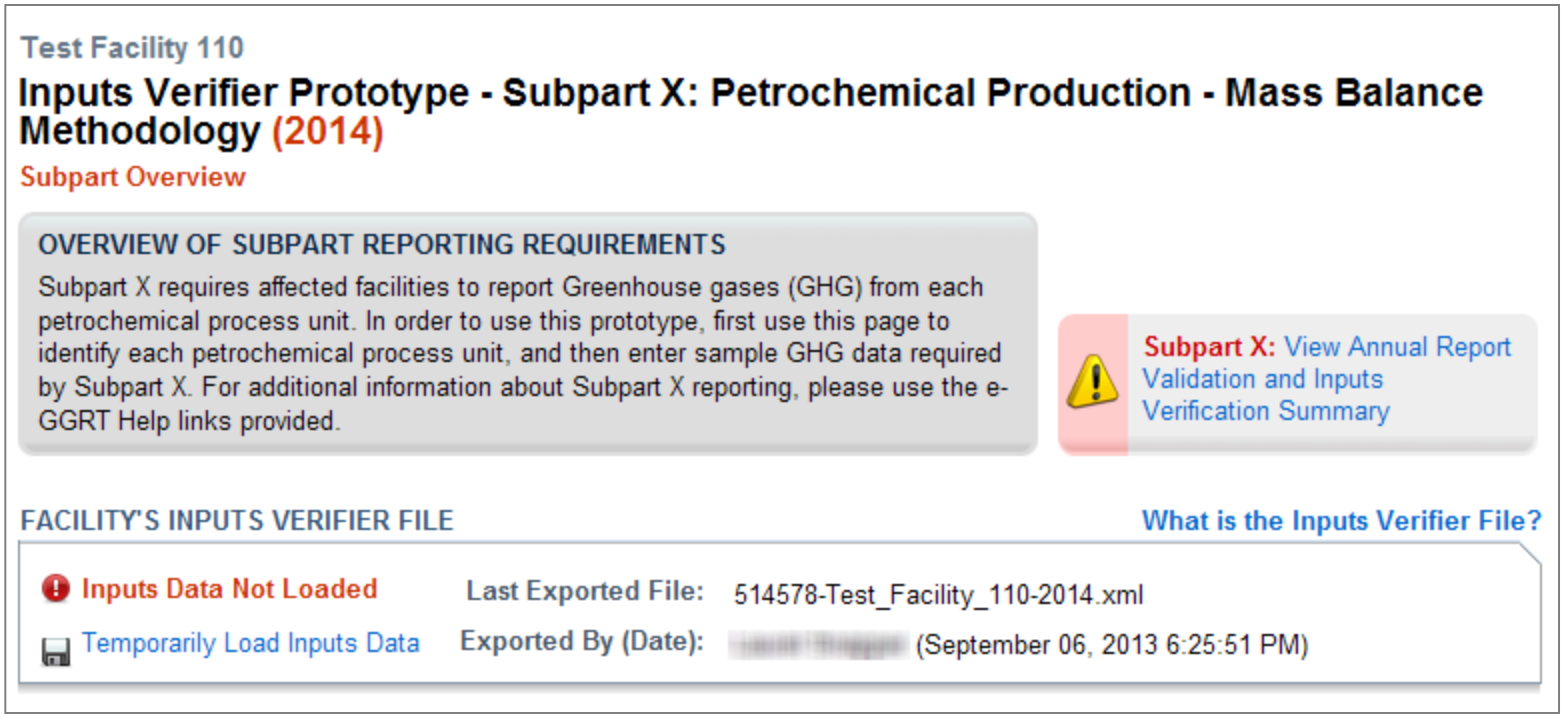


Note: After exporting, the "Exported By" field will show the name of the user who most recently saved an inputs file and the date and time the file was exported.

Saving an Inputs File (continued)

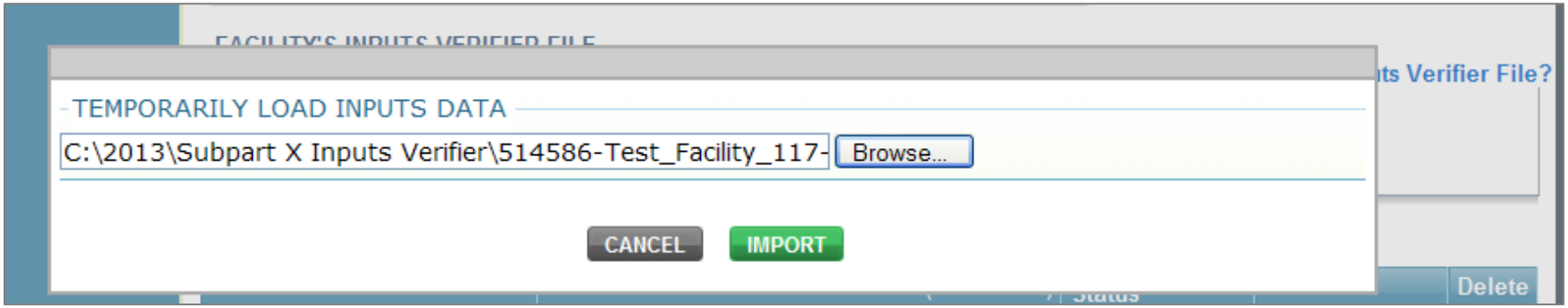
To load an inputs data file that has been previously saved (as would occur if you logged off and came back to e-GGRT in a later session), follow these steps.

1. Log in to IVT prototype and go to the Data Reporting section for Subpart X.
2. Click the link labeled "Temporarily Load Inputs Data".



Saving an Inputs File (continued)

3. Browse to and select the inputs data file saved to your local computer.
4. Click the **IMPORT** button to load the file to the inputs verifier tool.



When you click the **GO** button to enter IVT, the inputs will display in the proper fields in the inputs verifier screens. You can modify inputs to equations data elements and continue entering them.

Saving an Inputs File (continued)

When you export the inputs verifier file, it will be in a zip format that contains an XML file and an HTML file; both contain all equation inputs that have been entered into IVT for that facility and reporting year.

The HTML file will present, in easy-to-read format, all inputs entered in IVT. To view this data, locate the zip file saved to your computer and double-click the HTML file.

Important: The proposed rule states that this file containing the inputs to equations that were entered into IVT must be kept as a record.

Help Desk Contact Information

Email: sandbox@ccdsupport.com

Web:

http://www.ccdsupport.com/confluence/display/help/Prototype+Help+Desk+Contact+Information

Telephone:

1-877-444-1188 (toll free)
1-703-676-4400 (outside U.S.)

As a reminder, please do not submit sensitive or business confidential information to the helpline. Anything you send to the Help Desk may be made available to the public.

NOTE: Do NOT submit comments regarding the Prototype or the proposed rule [78 FR 55993] to the Help Desk. All comments on the proposed rulemaking, including the inputs verification tool, must be submitted to the docket for this rulemaking (docket ID number EPA-HQ-OAR-2010-0929). You should only submit questions to the Help Desk on how to use the Inputs Verifier Tool Prototype.