



EPA

United States
Environmental Protection
Agency

CDX Registration

December 17, 2013

Office of Chemical Safety and Pollution Prevention

Agenda

Speaker: Chris Gorder, Information Management Division

- Welcome and Overview
- User Role Abilities
- Core Registration Process
 - Primary Authorized Official (AO)
 - Secondary Authorized Official (AO)
 - Primary Support
 - Secondary Support
- Role Sponsorship Registration Process
 - Primary Agent/Consultant
 - Secondary Agent/Consultant
- Resources
- Questions and Answers



Section 5 & eReporting User Roles

- Section 5 Roles
 - Primary Authorized Official (Primary AO)
 - Primary Agent/Consultant
 - Primary Support
 - Secondary Authorized Official (Secondary AO)
 - Secondary Agent/Consultant
 - Secondary Support
- Section 4, 8(a), 8(d), 8(e), and FYI Roles
 - Primary Authorized Official (AO)
 - Primary Support

Overview of ePMN Role Changes

Speaker: Chris Gorder, Information Management Division

- Old eTSCA CDX Registration Roles
 - Authorized Official (AO)
 - Support Registrant (SR)
- New CDX Registration Roles (CSPP workflow)
 - Primary Authorized Official (Primary AO)
 - Primary Agent/Consultant
 - Primary Support
 - Secondary Authorized Official (Secondary AO)
 - Secondary Agent/Consultant
 - Secondary Support





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User Role Abilities

Office of Chemical Safety and Pollution Prevention

Primary Authorized Official

Speaker: Dr. Kathryn Schechter, EETD/ICB

- Who can be a Primary AO?

- any member of the submitting company

NOTE: *To submit an original* Section 5 notice, an AO must have authority from the company to sign the certification statement and have a US address, although only the address is checked by the system

- What can a Primary AO do?

- can create, edit, submit, download the Copy of Record, unlock submissions to be amended, and manage Support users
- see *all forms* for their company—no matter who created the form — and can open them if they have the passphrase



Primary Agent/Consultant

Speaker: Dr. Kathryn Schechter, EETD/ICB

- Who can be a Primary Agent/Consultant?
 - Anyone not a part of the submitting company, who is working on behalf of the submitting company, and has been sponsored by an AO at the submitting company
- What can a Primary Agent/Consultant do?
 - An Agent/Consultant can create, unlock, edit, or delete any type of Section 5 Notices and Supports submission
 - An Agent/Consultant can see forms that he/she created or that were assigned to him/her by the sponsoring AO
 - An Agent/Consultant **cannot** submit original PMN, Biotechnology, NOC, or Bona Fide notices, but **can** submit amendments, Support forms, and ACM notices
- Currently only implemented for Section 5 Notices and Supports



Primary Support

Speaker: Dr. Kathryn Schechter, EETD/ICB

- Who can be a Support?
 - Any person registered in CDX as a Support under an approved AO
- What can a Support do?
 - A Support may edit any in progress (i.e., un-submitted) or unlocked forms he/she is assigned to by his/her AO
 - A Support can only see forms that he/she has been assigned to
 - A Support **cannot** create, unlock, delete, or download a Copy of Record for any form

Secondary Authorized Official

Speaker: Dr. Kathryn Schechter, EETD/ICB

- Who can be a Secondary AO?
 - Any member of a company who is submitting, directly to EPA, information that supports another company's PMN, Biotechnology Notice, or Bona Fide Intent Notice
 - **NOTE:** An AO must have authority to sign the certification statement on the submission
 - What can a Secondary AO do?
 - Create, edit, delete, submit, unlock, or amend, Joint Submissions or Letters of Support
 - Assign Secondary Agents/Consultants or Secondary Supports to forms
- Joint Submissions or Letters of Support (LOS) can be created for a PMN or Biotechnology notice. A LOS can also be created for a Bona Fide Notice

Secondary Agent/Consultant or Support

Speaker: Dr. Kathryn Schechter, EETD/ICB

Roles and capabilities of Secondary Agents/Consultants and Secondary Supports parallel those of the Primary Agents/Consultants and Supports.

- Secondary Agents/Consultants and Secondary Supports
 - Have access to forms granted by the Secondary AO
 - Do not have access to information from the primary submitter



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Frequently Asked Questions & Answers

Office of Chemical Safety and Pollution Prevention

Q&A – Part 1

- Question: Do I need to register with CDX to submit or to work on Section 5 notices?
 - Answer: Yes, you must be registered with CDX to work on or submit Section 5 Notices and Supports forms.
- Question: What is LexisNexis?
 - Answer: LexisNexis is a third-party identity proofing service that verifies a user's identity.
- Question: What if I do not pass ID proofing with LexisNexis? What do I have to do?
 - Answer: If the LexisNexis identity validation fails, the user is required to sign and mail a paper electronic signature agreement (ESA) which can take ten (10) business days to process.

Q&A – Part 2

- Question: As a non-U.S. person, how do I get my identity verified?
 - Answer: You would register in CDX as an Authorized Official, and mail in the paper form of the Electronic Signature Agreement (ESA).
- Question: Do Support persons need their identities verified?
 - Answer: Since a Support user will not have the ability to sign/submit data to EPA, they do not need to undergo the same level of validation as Authorized Officials or Agents/Consultants.

Q&A – Part 3

- Question: If I have been approved for the TSCA workflow, do I need to reregister in CDX to work in the new ePMN under CSPP workflow?
 - Answer: If you have been approved for the TSCA workflow, you do not need to reregister in CDX. You will need to update your user role and workflow. If you have already been identity-proofed and have an ESA approved on-file, you can add the CSPP workflow and add a user role (if a different one is needed) since the ESA can be reused for certain workflows. All persons registered and approved for TSCA have already been identity-proofed, but must sign an ESA.

Q&A – Part 4

- Question: What role should I register for in CDX?
 - Answer: EPA will release documentation (user guides, other documentation) to assist users in identifying which role an individual should register for.
- Question: Can I have more than one role in CDX?
 - Answer: It is possible to register for more than one role under a single user ID. You can register under all 6 roles, but under different user IDs. However, when you access the application, you can only access the application under one user role at a time.

Q&A – Part 5

- Question: What does Primary mean (AO, Agent, or Support)?
 - Answer: Primary refers to the submitter for the following Section 5 notices:
 - PMN (including LVE, SNUN, LoREX, etc), Biotechnology (e.g. MCAN), Support forms (such as test data on PMN, amendments to older submissions, withdrawal requests, and Notices of Transfer), Notice of Commencement (NOC), Bona Fide Intent notices, ACM notices
- Question: What does Secondary mean (AO, Agent or Support)?
 - Answer: Secondary refers to companies submitting information directly to EPA to support another company's submission. Applies to:
 - Joint PMN, Joint Biotechnology, or Letter of Support (PMN, Biotechnology, Bona Fide)

Q&A – Part 6

- Question: What functions can Primary AOs perform in the Section 5 Notices and Supports application?
 - Answer: Primary AOs can create, edit, delete, unlock, and download the Copy of Record (CoR) for submissions, as well as designate Supports and Agent/Consultants and manage their access to submissions.
 - Initial submission of forms (PMN, NOC, Biotechnology, or Bona Fide) must be submitted by a Primary AO from the submitting company, who has a US address, and who can legally sign and certify to the content. All other forms (ACM, Support, and amended notices) can be submitted by a Primary AO or Primary Agent/Consultant.

Q&A – Part 7

- Question: Who can create and submit Support forms?
 - Answer: Only Primary Authorized Officials or Primary Agents/Consultants can create and submit Support forms. Registered Support persons will now only be able to edit form information once they have been assigned to and given access to the form by an Authorized Official.

Q&A – Part 8

- Question: What company name should I register for?
 - Answer: The forms created within the Section 5 Notices and Supports CDX application are grouped based on company name. Any AO registered with that company name may see form aliases and case numbers within the forms table. However, the data within the forms cannot be accessed without the passphrase. To keep the forms secure, select a unique company name to work and submit under.
- Question: Can I be registered under more than one company name?
 - Answer: Yes, you may register for more than one company name, and must select which organization you will be working under when logging into CDX. In addition, multi-AO functionality means that all AOs registered under the same company name will be able to view the forms that other AOs within that company create.

Q&A – Part 9

- Question: If my company changes name, how do I access old company files?
 - Answer: Users should maintain old company names within registration and keep the passphrase for all forms. Make sure you download the Copy of Record and securely maintain records outside of CDX. Users may also register under the new company name to submit and manage new forms.

Q&A – Part 10

- Question: Do I need to have multiple user IDs within CDX to serve as an agent/consultant to multiple organizations?
 - Answer: No, you do not. When you log into CDX, you must select the user role and organization that you will represent during that CDX session.



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CDX Registration Process

Office of Chemical Safety and Pollution Prevention

Central Data Exchange

[Contact Us](#)



Log in to CDX

User ID

Password

[Log In](#)

[Register with CDX](#)

[Forgot your password?](#)

[Warning Notice and Privacy Policy](#)

Welcome

Welcome to the Environmental Protection Agency (EPA) Central Data Exchange (CDX) – the Agency’s electronic reporting site. The Central Data Exchange concept has been defined as a central point which supplements EPA reporting systems by performing new and existing functions for receiving legally acceptable data in various formats, including consolidated and integrated data.

Warning Notice and Privacy Policy

Warning Notice

EPA’s Central Data Exchange Registration procedure is part of a United States Environmental Protection Agency (EPA) computer system, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

Privacy Statement

EPA will use the personal identifying information which you provide for the expressed purpose of registration to the Central Data Exchange site and for updating and correcting information in internal EPA databases as necessary. The Agency will not make this information available for other purposes unless required by law. EPA does not sell or otherwise transfer personal information to an outside third party. [\[Federal Register: March 18, 2002 \(Volume 67, Number 52\)\]\[Page 12010-12013\]](#).

Terms and Conditions

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The access and use of CDX Registration for the electronic submittal of environmental information require the creation of a user ID and password that I must maintain and keep confidential. I will review the following steps concerning the creation and maintenance of a user ID and password.

Warning Notice

EPA's Central Data Exchange Registration procedure is part of a United States Environmental Protection Agency (EPA) computer system, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

Privacy Statement

EPA will use the personal identifying information which you provide for the expressed purpose of registration to the Central Data Exchange site and for updating and correcting information in internal EPA databases as necessary. The Agency will not make this information available for other purposes unless required by law. EPA does not sell or otherwise transfer personal information to an outside third party. [\[Federal Register: March 18, 2002 \(Volume 67, Number 52\)\]](#)[Page 12010-12013].

Choosing a CDX Password

For CDX registration purposes, I agree to select a password which will not be easily guessed (e.g., my name, my children's names, birthdays, etc.)

I Accept

I Decline

Core CDX Registration

[✉ Contact Us](#)

- 1. Request Program Service
- 2. Request Role Access
- 3. Provide User and Organization Information
- 4. Confirmation

Begin typing a program service name or related keywords to filter the list of available services (e.g., air quality system, AQS, or Clean Air Act).

Active Program Services List

ACRES: Assessment Cleanup and Redevelopment Exchange System
ARCS: Aircraft Reporting and Compliance System
CEDRI: Compliance and Emissions Data Reporting Interface
CEDRI2: Compliance and Emissions Data Reporting Interface
CROMERRLiteTest: CROMERR Lite Testing Utility
CROMERRS: CROss-Media Electronic Reporting Rule Services
CROMERRSubmitNow: CROMERR Submit Now
CROMERRTEST: CROMERR Test Sandbox
CSPP: Submissions for Chemical Safety and Pesticide Programs
DEMO2: EPA Demonstration 2
DEMO3: US Coast Guard SubmitNow with Encryption
DEMO4: Submit Now 2
e-NEPA: NEPA Electronic Filing System
eNOI: Electronic Notice of Intent for the PGP, 2012 CGP, LEW, and VGP VOTR
eNOIRSO: eNOI Reduced Sign On
eSIPs: State Implementation Plans
EV-ACE: EV-ACE Form
FOOD: Fuel Oil Non-Availability Disclosure

Core CDX Registration

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1. Request Program Service
2. Request Role Access
3. Provide User and Organization Information
4. Confirmation

Begin typing a program service name or related keywords to filter the list of available services (e.g., air quality system, AQS, or Clean Air Act).

Active Program Services List

CSPP: Submissions for Chemical Safety and Pesticide Programs

Cancel

Core CDX Registration

[Contact Us](#)

1. Request Program Service 
2. Request Role Access
3. Provide User and Organization Information
4. Confirmation


Registration Information

Program Service: Submissions for Chemical Safety and Pesticide Programs

Role: Not selected

Select a role from the drop down list and provide any required additional information, if applicable.

Select Role

Primary Authorized Official 

Click Search EPA Facilities or enter N/A to skip this step

Facility ID *

N/A

[Search Facilities](#)

[Request Role Access](#)

[Cancel](#)

Core CDX Registration

[Contact Us](#)

- 1. Request Program Service
- 2. Request Role Access
- 3. Provide User and Organization Information
- 4. Confirmation

Registration Information

Program Service: Submissions for Chemical Safety and Pesticide Programs

Role: Primary Authorized Official

Essential information is marked with an asterisk(*)

Part 1: User Information

Description of Fields

The program you are registering for requires additional proof of identity. Later in the registration process you will be given the option to use LexisNexis, an identity proofing service. LexisNexis will pull your first, middle and last name exactly as it is entered on this page.

User ID *	<input type="text"/>	User ID may not be blank.
Title *	<input type="text" value="-Please Select-"/>	
First Name *	<input type="text"/>	
Middle Initial	<input type="text"/>	
Last Name *	<input type="text"/>	
Suffix	<input type="text" value="-Please Select-"/>	
Password *	<input type="password"/>	
Re-type Password *	<input type="password"/>	
Security Question 1 *	<input type="text"/>	<input type="text"/>
Security Question 2 *	<input type="text"/>	<input type="text"/>
Security Question 3 *	<input type="text"/>	<input type="text"/>

The program you are registering for requires additional proof of identity. Later in the registration process you will be given the option to use LexisNexis, an identity proofing service. LexisNexis will pull your first, middle and last name exactly as it is entered on this page.

User ID *	<input type="text"/>	User ID may not be blank.
Title *	<input type="text" value="-Please Select-"/>	
First Name *	<input type="text"/>	
Middle Initial	<input type="text"/>	
Last Name *	<input type="text"/>	
Suffix	<input type="text" value="-Please Select-"/>	
Password *	<input type="password"/>	
Re-type Password *	<input type="password"/>	
Security Question 1 *	<input type="text"/>	<input type="text"/>
Security Question 2 *	<input type="text"/>	<input type="text"/>
Security Question 3 *	<input type="text"/>	<input type="text"/>

Part 2: Organization Information

Search for your organization using the text box below. You may search by entering the Organization Name or the Organization ID.

<input type="text" value="LMN"/>	<input type="button" value="Search"/>
----------------------------------	---------------------------------------

Select your organization from the table below.

Organization Id	Organization Name	Address	City	State	ZIP Code
-----------------	-------------------	---------	------	-------	----------

No data was found matching your criteria.

Can't find your organization? [Use advanced search](#) or [request that we add your organization](#).

Re-type Password

Security Question 1 *

Security Question 2 *

Security Question 3 *

Part 2: Organization Information

Organization Name *

Country *

Mailing Address *

Mailing Address 2

City *

State *

ZIP/Postal Code *

Email *

Re-enter Email *

Phone Number *

Phone Number Ext

Fax Number

[Back to Search Results](#)

[Submit Request for Access](#)

[Cancel](#)

Confirmation

[✉ Contact Us](#)

A few more steps...

You will soon receive an email confirmation message (at CDX.OPPTAO@gmail.com) asking you to follow a link to activate your user account. Follow that link to complete your registration. Please contact the help desk if you have any issues at 888-890-1995 or (970) 494-5500 for callers from Puerto Rico and Guam.

Confirmation Number: ca94db69-d940-4c1c-a55c-d6174e678064

[Return to CDX Home](#)

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

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COMPOSE

Inbox (3)

Starred

Important

Sent Mail

Drafts

Circles

More

Jane

New Hangout

Find friends to chat with



Core Registration Email Verification Request (DEV)

Inbox x



helpdesk@epacdx.net
to me

4:17 PM (3 minutes ago)



You have successfully created an account with the EPA Central Data Exchange (CDX). In order to complete your registration and begin using the system, you will need to confirm your account by clicking the hyperlink below and successfully logging in. You will need to enter the UserID (CDXOPPTAO) and Password that were selected during the registration process.

<https://dev.epacdx.net/Registration/EmailValidation?code=ca94db69-d940-4c1c-a55c-d6174e678064>

If you click the link and it appears to be broken, please copy and paste it into a new browser window.

Once you have successfully logged into your account, you may be required to provide additional information. Any additional information will need to be completed before you are able to access your Program Service.

Please do not respond to this message. If you have questions concerning this request, you may contact us by email at helpdesk@epacdx.net or by calling the CDX Technical Support Staff through our toll free telephone support on [888-890-1995](tel:888-890-1995) between Monday through Friday from 8:00 am to 6:00 pm EST/EDT. For callers from Puerto Rico and Guam, the CDX Help Desk can also be reached at [\(970\) 494-5500](tel:970-494-5500).

Add to Calendar

Sincerely
CDX Help Desk

United States Environmental Protection Agency - Central Data Exchange

Click here to [Reply](#) or [Forward](#)



Central Data Exchange

[✉ Contact Us](#)

Log In

User ID

Password

[Log In to CDX](#)

[Register with CDX](#) | [Forgot your password?](#) | [Help](#)

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

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CDX Registration: Additional Verification

[Contact Us](#)

Last Login: 12/9/2013 4:25:51 PM

1. Identity Verification 2. Electronic Signature Agreement

The program you are registering for requires additional proof of identity. Your options are to use LexisNexis[®], an independent 3rd-Party electronic identity proofing service or to print and submit a signed form through U.S. Postal Mail to the U.S. Environmental Protection Agency.

Note: By clicking [Proceed to Verification] you understand the service is voluntary and that you are validating personally identifying information including the last 4 digits of SSN against a 3rd-Party service LexisNexis[®], which will return evidence of validation of your personally identifying information back to the U.S. Environmental Protection Agency. The U.S. EPA will not collect or retain sensitive, personally identifying information such as your Social Security Number (SSN); however, EPA will receive evidence of identity validation which may be used to identify you for legal purposes.

You may [sign the paper form](#) if you do not want to use the automatic verification process.

Note: You will receive a limited number of attempts to complete identity verification. Please review all personal information carefully prior to submitting. If you need to modify the personal information listed below, please contact the [CDX Help Desk](#).

First Name: Jane


Last Name: Doe

I have reviewed the name presented above and I would like to proceed with LexisNexis. [Additional LexisNexis Identity Proofing Guidance](#)

[EXIT Disclaimer](#)

[Proceed to Verification](#)

[Cancel](#)

 <https://secure.accurint.com/app/bps/epa>

Please click "OK" to perform identity verification conducted by LexisNexis® on behalf of the US Environmental Protection Agency.

Canceling this process may require additional information be mailed to the US Environmental Protection Agency in order to continue your CDX registration process.

[LexisNexis® Privacy Policy](#)



*** Required Fields**

Authorized Representative

Last Name * <input type="text" value="Doe"/>	First Name * <input type="text" value="Jane"/>	Middle Name <input type="text"/>	SSN (Last 4) * <input type="text"/>
--	--	--	---

Home Address *

Home City * <input type="text"/>	Home State * <input type="text" value="-- State --"/>	Home Zip * <input type="text"/>
--	---	---

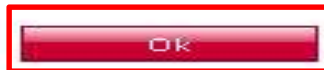
Home Phone <input type="text"/>	Date of Birth * <input type="text"/>
---	--

<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>
---------------------------------------	---------------------------------------



Thank you for completing the LexisNexis verification process on behalf of the U.S. Environmental Protection Agency.

Please click the "OK" button below or close this window to return to CDX to continue



CDX Registration: Additional Verification

[Contact Us](#)

Last Login: 12/9/2013 4:25:51 PM

LexisNexis® Results

- 1. Identity Verification
- 2. Electronic Signature Agreement

Please click Continue to complete registration.

[Continue](#)

CDX Registration: Additional Verification

[Contact Us](#)

Last Login: 12/9/2013 4:50:46 PM

- 1. Identity Verification 
- 2. Electronic Signature Agreement

You have failed LexisNexis identity proofing. Please proceed to print, sign and mail the paper Electronic Signature Agreement below or contact the CDX Help Desk for assistance.

Paper CDX Electronic Signature Agreement

The CDX electronic signature agreement (ESA) is an agreement between yourself and CDX that will authorize your electronic signature. By signing the ESA you agree to adhere to the conditions listed on the agreement below. Once the ESA has been signed, you will be authorized to sign and/or encrypt information for your data flow. For any questions regarding the CDX ESA please contact the [CDX Help Desk](#).

U.S. Environmental Protection Agency ELECTRONIC SIGNATURE AGREEMENT

In accepting the electronic signature credential issued by the U.S. Environmental Protection Agency (EPA) to sign electronic documents submitted to EPA's Central Data Exchange (CDX), and as a representative for:

Electronic Signature Holder Company Information

Organization Name:	IBT Test Company
Address:	12601 FAIR LAKES CIRCLE
City, State, Zip:	Fairfax, VA 22033
Province:	
Country:	US
Phone Number:	(123) 456-7890
E-mail Address:	CDX.OPPTAO@gmail.com
Registrant's Name:	Miss Jane Doe
CDX User Name:	CDXOPPTAO

[Sign Paper Form](#) [Cancel](#)

CDX Registration: Additional Verification

Contact Us

Last Login: 12/9/2013 4:50:46 PM

1. Identity Verifi

You have failed Lex
Desk for assistance

Paper CDX Elec

The CDX electronic s
agree to adhere to th
data flow. For any qu

In accepting the
to EPA's Centra

Electronic Sign

Organization Name:	IBT Test Company
Address:	12601 FAIR LAKES CIRCLE
City, State, Zip:	Fairfax, VA 22033
Province:	
Country:	US
Phone Number:	(123) 456-7890

Organization Name:	
Address:	
City, State, Zip:	Fairfax, VA 22033
Province:	
Country:	US
Phone Number:	(123) 456-7890
E-mail Address:	CDX.OPPTAO@gmail.com
Registrant's Name:	Miss Jane Doe
CDX User Name:	CDXOPPTAO

Print to Mail Close

U.S. Environmental Protection Agency ELECTRONIC SIGNATURE AGREEMENT

In accepting the electronic signature credential issued by the U.S. Environmental Protection Agency (EPA) to sign electronic documents submitted to EPA's Central Data Exchange (CDX), and as a representative for:

Electronic Signature Holder Company Information

Organization Name:	IBT Test Company
Address:	12601 FAIR LAKES CIRCLE
City, State, Zip:	Fairfax, VA 22033
Province:	
Country:	US
Phone Number:	(123) 456-7890

Sign Paper Form Cancel

CDX Help

e ESA you
information for your

mitted

Central Data Exchange

[Contact Us](#)

Last Login: 12/9/2013 4:50:46 PM

[MyCDX](#)

[Inbox](#)

[My Profile](#)


[Submission History](#)

Services

News and Updates

[Manage Your Program Services](#)

No news/updates.

Status	Program Service Name	Role(s)
	CSPP: Submissions for Chemical Safety and Pesticide Programs	Primary Authorized Official

[Add Program Service](#)

Central Data Exchange

[Contact Us](#)

Last Login: 12/9/2013 5:15:47 PM

CDX Registration: Additional Verification

1. Identity Verification  2. Electronic Signature Agreement

You are registered for a program that requires eSignature PIN Verification. Please select five (5) challenge questions and answers. The questions that you select should be questions that you can remember, but difficult for anyone else to guess.

Select 5 Challenge Questions and Answers

What is your favorite hobby?	<input type="text"/>
What is your favorite pet's name?	<input type="text"/>
What is your favorite song?	<input type="text"/>
What is your favorite TV show?	<input type="text"/>
Who is your favorite author?	<input type="text"/>

[Save Answers](#)

Central Data Exchange

[Contact Us](#)

Last Login: 12/9/2013 5:15:47 PM


- [MyCDX](#)
- [Inbox](#)
- [My Profile](#)
- [Role Sponsorship](#)
- [Submission History](#)

Services

News and Updates

[Manage Your Program Services](#)

No news/updates.

Status	Program Service Name	Role(s)
	CSPP: Submissions for Chemical Safety and Pesticide Programs	Primary Authorized Official

[Add Program Service](#)

Central Data Exchange

[✉ Contact Us](#)

Last Login: 12/9/2013 5:15:47 PM

You are here: [MyCDX](#) » Manage Program Services

Manage Program Services

[Add Program Service](#) [Back to MyCDX](#)

[Collapse/Expand All](#)

Program Service	Role	Program ID	Status	View Details
IBT Test Company, 12601 FAIR LAKES CIRCLE, Fairfax, VA, US 22033, (123) 456-7890				
▶ CSPP: Submissions for Chemical Safety and Pesticide Programs				+ Request New Role

[Add Program Service](#) [Back to MyCDX](#)

Adding User Roles

Secondary Authorized Official

Central Data Exchange

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Last Login: 12/9/2013 5:15:47 PM

You are here: [MyCDX](#) » [Manage Program Services](#) » Request a New Role

Request a New Role

Select Role

Select the program service and role from the lists below. If the organization does not exist in the dropdown list, add the organization first.

Organization Name: IBT Test Company

Program Service Code: CSPP

Select a Role:

Secondary Authorized Official 

Click [Search EPA Facilities](#) or enter N/A to skip this step

Facility ID *

[Search Facilities](#)

[Add Selected Role](#) [Back](#)

Central Data Exchange

Contact Us

Last Login: 12/9/2013 5:15:47 PM

You are here: MyCDX » Manage Program Services

Manage Program Services

Add Program Service Back to MyCDX

Collapse/Expand All

Program Service	Role	Program ID	Status	View Details
IBT Test Company, 12601 FAIR LAKES CIRCLE, Fairfax, VA, US 22033, (123) 456-7890				
▼ CSPP: Submissions for Chemical Safety and Pesticide Programs				+ Request New Role
	Secondary Authorized Official	Facility ID: 73960	Active (Deactivate)	Manage Facilities
	Primary Authorized Official	Facility ID: 73959	Active (Deactivate)	Manage Facilities

Add Program Service Back to MyCDX



CHEMICAL INFORMATION SUBMISSION SYSTEM

Welcome to the EPA's Chemical information Submission System. To begin a submission, please select an application from the drop-down menu.

Adding Organizations

Organizations

Central Data Exchange

[Contact Us](#)

Last Login: 12/9/2013 5:15:47 PM

[MyCDX](#) [Inbox](#) [My Profile](#) [Role Sponsorship](#) [Submission History](#)

User Information

User ID: CDXOPPTAO

Name: Miss Jane Doe

Last Updated: 12/9/2013 5:15:47 PM


Registration Date: 12/9/2013 4:17:31 PM


Security Question 1: What is your biggest pet peeve?

Security Question 2: What was your favorite toy as a child?

Security Question 3: What was the best gift you ever received?



Organization Information

Primary Organization = 

Org. ID	Name	Address
20144	IBT Test Company	12601 FAIR LAKES CIRCLE, Fairfax, VA, US 22033 

[Modify User / Organization Information](#) [Manage Your Program Services](#)


Description of Fields

User ID	CDXOPPTAO	Change Password
Name	Miss Jane Doe	
Security Question 1 *	<input type="text" value="What is your biggest pet peeve?"/> 	<input type="text" value="test"/>
Security Question 2 *	<input type="text" value="What was your favorite toy as a child?"/> 	<input type="text" value="test"/>
Security Question 3 *	<input type="text" value="What was the best gift you ever received?"/> 	<input type="text" value="test"/>

[Save User Information](#)

Part 2: Organization Details

Click the organization name to view or modify organization information.

Primary Organization = 

[IBT Test Company \(20144\)](#) 

Part 3: Organization Information

New organizations can be added to your profile. Search for your organization using the text box below.


[Back to MyCDX](#)

[Deactivate User Account](#)

Part 2: Organization Details

Click the organization name to view or modify organization information.

Primary Organization = 

[IBT Test Company \(20144\)](#) 

Part 3: Organization Information

HIJ CORP

Mailing Address

11 ANYDRIVE DR
ANYCITY, AL, US
22444

Provide Additional Contact Information:

Email *

Re-enter Email *

Phone Number *

Phone Number Ext

Fax Number

Wrong organization information? [Back to Search Results](#), [Use advanced search](#) or [request that we add your organization](#).

[Submit Request for Access](#)

[Back to MyCDX](#)

[Deactivate User Account](#)

Support Users

Primary Support/Secondary Support

Central Data Exchange

[Contact Us](#)



Log in to CDX

User ID
Password

[Log In](#) [Register with CDX](#)

[Forgot your password?](#)
[Warning Notice and Privacy Policy](#)

Welcome

Welcome to the Environmental Protection Agency (EPA) Central Data Exchange (CDX) – the Agency’s electronic reporting site. The Central Data Exchange concept has been defined as a central point which supplements EPA reporting systems by performing new and existing functions for receiving legally acceptable data in various formats, including consolidated and integrated data.

Warning Notice and Privacy Policy

Warning Notice

EPA’s Central Data Exchange Registration procedure is part of a United States Environmental Protection Agency (EPA) computer system, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

Privacy Statement

EPA will use the personal identifying information which you provide for the expressed purpose of registration to the Central Data Exchange site and for updating and correcting information in internal EPA databases as necessary. The Agency will not make this information available for other purposes unless required by law. EPA does not sell or otherwise transfer personal information to an outside third party. [\[Federal Register: March 18, 2002 \(Volume 67, Number 52\)\]\[Page 12010-12013\]](#).

Terms and Conditions

[Contact Us](#)

The access and use of CDX Registration for the electronic submittal of environmental information require the creation of a user ID and password that I must maintain and keep confidential. I will review the following steps concerning the creation and maintenance of a user ID and password.

Warning Notice

EPA's Central Data Exchange Registration procedure is part of a United States Environmental Protection Agency (EPA) computer system, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

Privacy Statement

EPA will use the personal identifying information which you provide for the expressed purpose of registration to the Central Data Exchange site and for updating and correcting information in internal EPA databases as necessary. The Agency will not make this information available for other purposes unless required by law. EPA does not sell or otherwise transfer personal information to an outside third party. [\[Federal Register: March 18, 2002 \(Volume 67, Number 52\)\]](#)[Page 12010-12013].

Choosing a CDX Password

For CDX registration purposes, I agree to select a password which will not be easily guessed (e.g., my name, my children's names, birthdays, etc.)

I Accept

I Decline

Core CDX Registration

[✉ Contact Us](#)

- 1. Request Program Service
- 2. Request Role Access
- 3. Provide User and Organization Information
- 4. Confirmation

Begin typing a program service name or related keywords to filter the list of available services (e.g., air quality system, AQS, or Clean Air Act).

Active Program Services List

ACRES: Assessment Cleanup and Redevelopment Exchange System
ARCS: Aircraft Reporting and Compliance System
CEDRI: Compliance and Emissions Data Reporting Interface
CEDRI2: Compliance and Emissions Data Reporting Interface
CROMERRLiteTest: CROMERR Lite Testing Utility
CROMERRS: CROss-Media Electronic Reporting Rule Services
CROMERRSubmitNow: CROMERR Submit Now
CROMERRTEST: CROMERR Test Sandbox
CSPP: Submissions for Chemical Safety and Pesticide Programs
DEMO2: EPA Demonstration 2
DEMO3: US Coast Guard SubmitNow with Encryption
DEMO4: Submit Now 2
e-NEPA: NEPA Electronic Filing System
eNOI: Electronic Notice of Intent for the PGP, 2012 CGP, LEW, and VGP VOTR
eNOIRSO: eNOI Reduced Sign On
eSIPs: State Implementation Plans
EV-ACE: EV-ACE Form
EOND: Fuel Oil Non-Availability Disclosure

Core CDX Registration

[✉ Contact Us](#)

1. Request Program Service
2. Request Role Access
3. Provide User and Organization Information
4. Confirmation

Begin typing a program service name or related keywords to filter the list of available services (e.g., air quality system, AQS, or Clean Air Act).

Active Program Services List

CSPP: Submissions for Chemical Safety and Pesticide Programs

Cancel

Core CDX Registration

[Contact Us](#)

1. Request Program Service 
2. Request Role Access
3. Provide User and Organization Information
4. Confirmation

Registration Information

Program Service: Submissions for Chemical Safety and Pesticide Programs

Role: Not selected

Select a role from the drop down list and provide any required additional information, if applicable.

Select Role

Primary Support



[Request Role Access](#)

[Cancel](#)

Core CDX Registration

[✉ Contact Us](#)

- 1. Request Program Service 
- 2. Request Role Access 
- 3. Provide User and Organization Information
- 4. Confirmation

Registration Information

Program Service: Submissions for Chemical Safety and Pesticide Programs

Role: Primary Support

The asterisk (*) indicates a required field.

Authorized Official's User ID *

[Next](#)

Core CDX Registration

[✉ Contact Us](#)

1. Request Program Service 
2. Request Role Access 
3. Provide User and Organization Information
4. Confirmation

Registration Information

Program Service: Submissions for Chemical Safety and Pesticide Programs

Role: Primary Support

Authorized Official:

Jane Doe (CDXOPPTAO)

Select the organization that you should be associated with:

- Organization: IBT Test Company
Address: 12601 FAIR LAKES CIRCLE, Fairfax, VA, 22033, US
Phone: (123) 456-7890
Email: CDX.OPPTAO@gmail.com

[Next](#) [Back](#)

Core CDX Registration

Contact Us

- 1. Request Program Service
- 2. Request Role Access
- 3. Provide User and Organization Information
- 4. Confirmation

Registration Information

Program Service: Submissions for Chemical Safety and Pesticide Programs

Role: Primary Support

Essential information is marked with an asterisk(*)

Part 1: User Information

Description of Fields

User ID *	<input type="text"/>	User ID may not be blank.
Title *	<input type="text" value="-Please Select-"/>	
First Name *	<input type="text"/>	
Middle Initial	<input type="text"/>	
Last Name *	<input type="text"/>	
Suffix	<input type="text" value="-Please Select-"/>	
Password *	<input type="password"/>	
Re-type Password *	<input type="password"/>	
Security Question 1 *	<input type="text"/>	<input type="text"/>
Security Question 2 *	<input type="text"/>	<input type="text"/>
Security Question 3 *	<input type="text"/>	<input type="text"/>

Part 2: Organization Information

Confirmation

[✉ Contact Us](#)

A few more steps...

You will soon receive an email confirmation message (at CDX.OPPTSUPP@gmail.com) asking you to follow a link to activate your user account. Follow that link to complete your registration. Please contact the help desk if you have any issues at 888-890-1995 or (970) 494-5500 for callers from Puerto Rico and Guam.

Confirmation Number: 6a60d762-f3fa-4c5d-8a93-db8d9d7c6d5e

[Return to CDX Home](#)

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

COMPOSE

Inbox (3)

Starred

Important

Sent Mail

Drafts

Grids

More

John

New Hangout

Find friends to chat with



Core Registration Email Verification Request (DEV)

[Unsubscribe]



helpdesk@epacdx.net

5:54 PM (5 minutes ago)



To me (1)

You have successfully created an account with the EPA Central Data Exchange (CDX). In order to complete your registration and begin using the system, you will need to confirm your account by clicking the hyperlink below and successfully logging in. You will need to enter the UserID (CDXDPPTSUPPORT) and Password that were selected during the registration process.

<https://dev.epacdx.net/Registration/EmailValidation?code=6a60a263-616-4c5d-8a93-b6889d7c6d5a>

If you click the link and it appears to be broken, please copy and paste it into a new browser window.

Once you have successfully logged into your account, you may be required to provide additional information. Any additional information will need to be completed before you are able to access your Program Service.

Please do not respond to this message. If you have questions concerning this request, you may contact us by email at helpdesk@epacdx.net or by calling the CDX Technical Support Staff through our toll free telephone support on [888-890-1995](tel:888-890-1995) between Monday through Friday from 8:00 am to 6:00 pm EST/EDT. For callers from Puerto Rico and Guam, the CDX Help Desk can also be reached at [970-494-5500](tel:970-494-5500).

Sincerely
CDX Help Desk

United States Environmental Protection Agency - Central Data Exchange



Click here to [Reply](#) or [Forward](#)

Central Data Exchange

[Contact Us](#)

Last Login: 12/9/2013 7:03:11 PM


[MyCDX](#) [Inbox](#) [My Profile](#) [Submission History](#)

Services

News and Updates

[Manage Your Program Services](#)

No news/updates.

Status	Program Service Name	Role(s)
	CSPP: Submissions for Chemical Safety and Pesticide Programs	Primary Support

[Add Program Service](#)



EPA

United States
Environmental Protection
Agency

Section 5 Notices and Supports Registration Demo: Role Sponsorship

Office of Chemical Safety and Pollution Prevention

Role Sponsorship

Primary Agent/Consultant

Central Data Exchange

[Contact Us](#)

Last Login: 12/9/2013 7:32:03 PM

[MyCDX](#)

[Inbox](#)

[My Profile](#)

[Role Sponsorship](#)



[Submission History](#)

Services

News and Updates

[Manage Your Program Services](#)

No news/updates.

Status	Program Service Name	Role(s)
	CSPP: Submissions for Chemical Safety and Pesticide Programs	Primary Authorized Official
	CSPP: Submissions for Chemical Safety and Pesticide Programs	Secondary Authorized Official

[Add Program Service](#)

Agent/Consultant Sponsorship Process

Anticipated flow:

1. AO invites Agent/Consultant
2. Agent/Consultant
 1. If new to CDX, registers in CDX
 2. Logs in to CDX
 3. Accepts or rejects offer; if accepted
3. AO receives acceptance; approves sponsorship of Agent's CDX login
4. Agent verifies Sponsor/Agent relationship

Central Data Exchange

[Contact Us](#)

Last Login: 12/10/2013 1:21:09 AM



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

Services

News and Updates

[Manage Your Program Services](#)

No news/updates.

Status	Program Service Name	Role(s)
	CSPP: Submissions for Chemical Safety and Pesticide Programs	Primary Agent/Consultant
	CSPP: Submissions for Chemical Safety and Pesticide Programs	Secondary Agent/Consultant

[Add Program Service](#)

Agent/Consultant Access

An agent/consultant may support either a Primary or Secondary AO.

An agent/consultant may be sponsored by multiple AOs from multiple companies.

Sponsors will not see other sponsor's forms of an agent/consultant.

An agent/consultant can only see the list of forms that he/she creates or that his/her sponsor gives access to and can only open forms that he/she has the passphrase for.

If the sponsor leaves a company, the agent/consultant loses access to the company's forms and must find a new sponsor at the company.

Resources

- Resources
 - A registration guide for the CSPP flow will be made available in the near future
- Contacts
 - CDX Helpdesk: 888-890-1995, or helpdesk@epacdx.net
- The slides and audio will be made available at:
<http://epa.gov/oppt/newchemicals/epmn/epmn-index.htm>

Questions & Answers

