



Script Name	TRI-MEweb RY 2014 Information Collection Request (ICR) Changes		
Script ID	TRI 03		
Script Synopsis	A certifying official tests the ICR enhancements within the TRI-ME application for reporting year 2014.		
Prerequisites	A user with a CDX account has logged in to the TRI-MEweb application with access to the certifying official role, at least one associated TRIFID, and a reporting year 2014 form. Note that the specific data cases represented in the included screenshots may not match the exact data on your screen depending on what tests you have already completed. Use the screenshots as aids to help navigate through the application.		
Tests Performed	Requirements Reference	Pages	Steps
TRI-03.1 <i>Part II Section 1: Add New Chemical Forms: New Chemicals for RY 2014</i>	TRI-001	3-17	14
TRI-03.2 <i>Part I Section 4.3/4.4: Contact Information: Extension Field</i>	TRI-002, TRI-002.1, TRI-002.2, TRI-002.3, TRI-002.4, TRI-002.5	18-24	30
TRI-03.3 <i>Part II Section 5.3: Discharges to Surface Waters: Reach Code</i>	TRI-003, TRI-003.1, TRI-003.2, TRI-003.3, TRI-003.4, TRI-003.5, TRI-003.6, TRI-003.7, TRI-003.8, TRI-003.9, TRI-003.10, TRI-003.11, TRI-003.12, TRI-003.13, TRI-003.14, TRI-003.15	35-49	27
TRI-03.4 <i>Part II Section 8.9: Production Ratio or Activity Ratio</i>	TRI-004, TRI-004.1, TRI-004.2, TRI-004.3, TRI-004.4, TRI-004.5, TRI-004.6, TRI-004.7, TRI-004.8, TRI-004.9, TRI-004.10, TRI-004.11, TRI-004.12	50-65	23
TRI-03.5 <i>Part II Section 8.1 – 8.7: Source Reduction Activities</i>	TRI-005, TRI-005.1, TRI-005.2, TRI-005.3, TRI-005.5, TRI-005.6, TRI-005.7, TRI-005.8	66-81	17
TRI-03.6 <i>Part II, Section 8.10: Source Reduction Activities – Source Reduction Barriers</i>	TRI-006, TRI-006.1, TRI-006.2, TRI-006.3, TRI-006.4, TRI-006.5, TRI-006.6, TRI-006.7, TRI-006.8	82-92	30
TRI-03.7 <i>Part II Section 8.11: Optional Pollution Prevention Information</i>	TRI-007, TRI-007.1, TRI-007.2, TRI-007.3, TRI-007.4, TRI-007.5	93-103	32
TRI-03.8 <i>Part II Section 9.1: Miscellaneous Information</i>	TRI-008, TRI-008.1, TRI-008.2	104-111	24
TRI-03.9 <i>Part II Section 5: On-site Releases and Disposal</i>	TRI-009, TRI-009.1	112-114	7



Test Name Part II Section 1: Add New Chemical Forms: New Chemicals for RY 2014
Test ID TRI-03.1
Synopsis Tester identifies the new chemical O-Nitrotoluene on the "Add New Chemical Forms" page within the TRI-MEweb application for the reporting year 2014.
Prerequisites A user with a CDX account has logged in to the TRI-MEweb application with access to a certifying official role, an associated TRIFID, and a chemical form.
Role Preparer or Certifying Official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. Click "Cancel" on the "Welcome to TRI-MEweb!!" pop-up to proceed to the "Welcome to TRI-MEweb" page. Note that this pop-up is only displayed upon logging into the application if the user has pending TRIFID signature agreement(s). If the pop-up is not displayed, proceed with the script. If the pop-up is displayed, click the "Cancel" button and proceed with the script.	The "Welcome to TRI-MEweb" pop-up was displayed if the user has at least one pending TRIFID signature agreement OR the main "Welcome to TRI-MEweb" page is displayed if the user has no pending TRIFID signature agreements.		See figure 3.1	
2. Click the "Prepare" tab.	The "Select a Reporting Year" page is displayed.		See figure 3.2	
3. Click the "Next" button (2014 is preselected).	The "Select a Facility" page is displayed.		See figure 3.3	
4. Select the radio button adjacent to one of your available TRIFIDs. Click the 'Forms' sub-tab at the top of the page.	The 'Select a Form' page is displayed.		See figure 3.4	
5. Click the "+Add Form" button.	The user navigates to the "Add New Chemical Forms" page.		See figure 3.5	
	A "Chemical Name" text field displays on the page.		See figure 3.6	
	A "CAS Number" text field displays on the page.			
	A "RY 2014 Chemicals" multi-select list box displays on the page.			

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>6. Enter "o-nitrot" in the "Chemical Name" text field. Click the "Search" button.</p> <p>Note that the 'o' is the letter, not a zero.</p>	<p>"o-Nitrotoluene (88-72-2)" displays in the "2014 Reporting Year Chemicals 1-1 of 1" multi-select list box.</p> <p>Note that if you have previously added "o-Nitrotoluene" to your list of forms, the chemical will not appear when searched for. To continue with the script you would have to delete the preexisting "o-Nitrotoluene" form from the "Select a Form" page.</p>		See figure 3.7	
<p>7. Click the search result "o-Nitrotoluene (88-72-2)" in the "2014 Reporting Year Chemicals" multi-select menu. Click the "+ Add Selected" button.</p>	"o-Nitrotoluene (88-72-2)" displays in the "Chemicals to add" list.		See figure 3.8	
<p>8. Click "o-Nitrotoluene (88-72-2)" in the "Chemicals to add" menu.</p>	"o-Nitrotoluene (88-72-2)" is highlighted in the "Chemicals to add" multi-select combo box.			
<p>9. Click the "X Remove Selected" button.</p>	The chemical "o-Nitrotoluene (88-72-2)" is removed from the "Chemicals to add" multi-select list box.		See figure 3.9	
<p>10. Enter "88-72-2" in the "CAS Number" text field. Remove text entered in the "Chemical Name" field. Click the "Search" button.</p>	"o-Nitrotoluene (88-72-2)" displays in the "2014 Reporting Year Chemicals" multi-select list box.		See figure 3.10	
<p>11. Click the "Select Year" sub-tab under the "Prepare" tab.</p>	The "Select a Reporting Year" page displays.		See figure 3.11	
<p>12. Select "2013" from the "Reporting Year" drop-down menu. Click the "Forms" sub-tab.</p>			See figure 3.12	



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
13. Click the "+ Add Form" button.	The "Add New Chemical Forms" page displays.		See figure 3.5	
14. Enter "O-nitrot" in the "Chemical Name" text field. Click the "Search" button.	"0 Chemicals found" displays above the reporting year chemicals multi-select list box.		See figure 3.7	

Determination: Pass [] Fail [] _____

Approved By: _____ Date: _____ Time: _____

TRI-03.1 Screenshots

Figure 3.1 (Conditional Welcome to TRI-MEweb pop-up)

Logged in as: KYLE PAHOWKA, Alpha Beta Group

Preferences Save Close

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP CDX Helpdesk Chat

Welcome | Do I Need to Report? | Introduction | Important Information for RY 2014 | TRI-MEweb Enhancements

Welcome to TRI-MEweb!!

Alert! EPA published the [Electronic Reporting Rule](#), requiring facilities to report all non-trade secret TRI data to EPA using TRI-MEweb, beginning RY 2013. This also requires facilities to electronically submit any revisions or withdrawals for previously submitted TRI reporting forms. Facilities may revise or withdraw TRI forms going back to reporting year 1991, but not for years prior to this.

This Web-based application will help you create, correct, certify and transmit your TRI Form(s) to comply with EPCRA Section 313 reporting requirements. The deadline for Reporting Year (or calendar year) 2014 TRI Forms is July 1, 2015.

The following table provides you quick access to RY 1991-2014 chemical forms

Manage My Facilities

TRIFID	Facility Name	RY2014 Form	Certify/Cancel Submission (s)
+ 21113XPRTTBST	EXPORT TEST NO-2 B ST TEST Odenton, MD 21113	13 certified and 8 in progress	
+ 2000WTTMYS1556F	Tommy's Facility 120 Fair Lane Fairfax, VA 22033	1 certified and sent to USEPA 3 in progress	Active Certifying Official Available
+ 7520WCRKPN2493N	ABC Industries Inc. (DBA ABC Engravers) 1000 Queens PKWYYY, Winona Lake, TX 75252	10 certified and sent to USEPA	Active Certifying Official Available
+ 2000WPTCHD12PEN	Patch 3 Dioxin 200787 hhh 1200 Penn AVENUE Washington, FL 20009	2 in progress	Active Certifying Official Available
+ 7702WJLWXX155BA	JLW 155 Bat Run Avenuee12 Houston, TX 77024	2 in progress	Active Certifying Official Available
+ 2222WPTCHM345N	Patch 4 Multi Test 345 Indian River Run7 Gary, IN 46401	1 in progress	Active Certifying Official Available
+ 2203WTMSNW567FA	Tom's New Facility	No Forms	Active Certifying Official Available

Back Index Next

Go To Form Mode View Form Validate

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2013.02

TRI-MEweb Help Area

Regulatory Information

- Access the TRI Assistance Library
- Important information for RY2014
- General TRI information
- More about TRI
- Additional help resources

TRI-MEweb User Guide

- Access the TRI-MEweb User Guide
- Welcome to the TRI-MEweb User Guide
- Overview of ESA Statuses
- How do I use this page?
- Certification Process

TRI-MEweb Tutorials

- Access the TRI-MEweb Tutorials
- Overview of TRI-MEweb

Figure 3.2 (Click Prepare Tab)

Logged in as: KYLE.PAHOWKA, Alpha Beta Group

[Preferences](#)
[Save](#)
[Close](#)

[Welcome](#)
[My Facilities](#)
[Prepare](#)
[Validate](#)
[Transmit](#)
[Review](#)
[Certify](#)
[eFDP](#)

[CDX Helpdesk Chat](#)

[Welcome](#) | [Do I Need to Report?](#) | [Introduction](#) | [Important Information for RY 2014](#) | [TRI-MEweb Enhancements](#)

Welcome to TRI-MEweb!!

Alert! EPA published the [Electronic Reporting Rule](#), requiring facilities to report all non-trade secret TRI data to EPA using TRI-MEweb, beginning RY 2013. This also requires facilities to electronically submit any revisions or withdrawals for previously submitted TRI reporting forms. Facilities may revise or withdraw TRI forms going back to reporting year 1991, but not for years prior to this.

This Web-based application will help you create, correct, certify and transmit your TRI Form(s) to comply with EPCRA Section 313 reporting requirements. The deadline for Reporting Year (or calendar year) 2014 TRI Forms is July 1, 2015.

The following table provides you quick access to RY 1991-2014 chemical forms for each facility.

Manage My Facilities

TRIFID	Facility Name	RY2014 Form Status	ESA Status	Refresh ESA Status	Certify/Cancel Submission(s)
+ 21113XPRTTBST	EXPORT TEST NO-2 B ST TEST Odenton, MD 21113	13 certified and sent to USEPA 8 in progress	Active Certifying Official Available	<input type="button" value="Refresh"/>	
+ 2000WTMMYS1556F	Tommy's Facility 120 Fair Lane Fairfax, VA 22033	1 certified and sent to USEPA 3 in progress	Active Certifying Official Available	<input type="button" value="Refresh"/>	
+ 7520WCRKPN2493N	ABC Industries Inc. (DBA ABC Engravers) 1000 Queens PKWYYY. Winona Lake, TX 75252	10 certified and sent to USEPA	Active Certifying Official Available	<input type="button" value="Refresh"/>	
+ 2000WPTCHD12PEN	Patch 3 Dioxin 200787 hhh 1200 Penn AVENUE Washington, FL 20009	2 in progress	Active Certifying Official Available	<input type="button" value="Refresh"/>	
+ 7702WJLWXX155BA	JLW 155 Bat Run Avenuee12 Houston, TX 77024	2 in progress	Active Certifying Official Available	<input type="button" value="Refresh"/>	
+ 2222WPTCHM345IN	Patch 4 Mutli Test 345 Indian River Run7 Gary, IN 46401	1 in progress	Active Certifying Official Available	<input type="button" value="Refresh"/>	
+ 2203WTMSNW567FA	Tom's New Facility 567 Fair Lakes Court9 Fairfax, VA 22033	No Forms	Active Certifying Official Available	<input type="button" value="Refresh"/>	

Back
Index
Next

Go To Form Mode
View Form
Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.3 (Click Next button)

The screenshot shows the TRI-MEweb interface. At the top left is the TRI-MEweb logo. The top right shows the user is logged in as KYLE.PAHOWKA, Alpha Beta Group, with buttons for Preferences, Save, and Close. Below the header is a navigation menu with 'Prepare' highlighted. The main content area is titled 'Select a Reporting Year' and contains instructions: 'TRI-MEweb allows you to prepare RY1991 through RY2014 TRI forms for your facility. If you wish to prepare RY2014 forms for a facility, click **Next** and you will have access to draft RY2014 forms that TRI-MEweb has created based on your RY2013 reports for that facility. If, however, you wish to revise a form for a prior reporting year, or transmit an original form for a prior reporting year, select it from the list below and click **Next**. You may return at any time to this page to change between reporting years.' Below the text is a 'Reporting Year:' label and a dropdown menu showing '2014'. At the bottom of the page, there are navigation buttons: 'Back', 'Index', 'Next' (highlighted with a red box), 'Go To Form Mode', 'View Form', and 'Validate'. At the very bottom, there are helpful links: 'USEPA Home', 'TRI Program Home', 'Reporting Forms and Instructions (PDF)', and 'TRI-MEweb Version RY2013.02'.

Figure 3.4 (Select a TRIFID and select "Forms" sub-tab)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group

Preferences Save Close

Welcome My Facilities **Forms** Prepare Validate Transmit Review Certify eFDP

Select Year Select Facility **Forms** Chemical Info On-site Release/Disposal On-site Waste Mgmt Off-site Transfer Source Reduction/Recycling Misc Info Summary

Select a Facility Reporting Year 2014

Please select the facility you would like to work with and click **Next** to continue.

Click **Access/Add Facility** to begin preparing RY2014 forms for a facility that is not listed below.

I would like to designate my facility as "reporting by part". Reporting By Part

+ Access/Add Facility

Select to proceed	TRIFID	Parent Company Name	Facility Name	Location	Forms in Progress
<input checked="" type="radio"/>	7520WCRKPN2493N		ABC Industries Inc. (DBA ABC Engravers)	1000 Queens PKWYYY, Winona Lake, TX 75252	10
<input type="radio"/>	21114DB62XABCST	PC NAME	DB602	ABC ST CROFTON, MD 21114	3
<input type="radio"/>	2822WFDPC13SYS		eFDP Chem Paths	13 System Test Avenue12 Charlotte, NC 28226	6
<input type="radio"/>	21113XPRTTBST	parent	EXPORT TEST NO-2	B ST TEST Odenton, MD 21113	21
<input type="radio"/>	1946WFMCL321RE	PC NAME	FIM Facility	321 Red Street Pottstown, PA 19464	3
<input type="radio"/>	0102WFLMNG2VETE		FLEMING INDUSTRIES (TEST)	20 VETERANS DRIVE CHICAGO, MA 01022	3
<input type="radio"/>	7702WJLWXX155BA		JLW	155 Bat Run Avenuee12 Houston, TX 77024	2
<input type="radio"/>	1946WKYLSC123AK	PC	Kyle's Corporation	123 Oak Street Pottstown, PA 19464	28
<input type="radio"/>	21113NNPPRAST		NON PAPER FACILITY-BRAND NEW	A ST ODENTON, MD 21113	1
<input type="radio"/>	2000WPTCHD12PEN		Patch 3 Dioxin 200787 hhh	1200 Penn AVENUE Washington, FL 20009	2
<input type="radio"/>	2222WPTCHM345IN		Patch 4 Mutli Test	345 Indian River Run7 Cov, NJ 06011	1

Go To Form Mode View Form Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.5 (Add Form)

TRI-MEweb Application - Windows Internet Explorer

Logged in as: KYLE.PAHOWKA, Alpha Beta Group

Preferences Save Close

CDX Helpdesk Chat

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP

Select Year | Select Facility | **Forms** | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Select a Form

FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

The following is a list of the Reporting Year 2014 chemical forms for this facility. Please select the draft chemical form you would like to begin working with and click **Next**.

Click **Add Form** to create one or more blank chemical forms.

Click **Import Data** to create and pre-populate RY 2013 chemical forms based on your prior year submission(s).

+ Add Form Import Data

Select to proceed	CAS No Cat. Code	Chemical Name	Reporting Year	Form Type	Revision	Validation Status	Form Status
	N150	Dioxin and Dioxin-like Compounds (PDF)	2014	R	No	Passed with Possible Errors	<i>Certified and Sent to USEPA</i> Revise Withdraw

← Back Index Next →

Go To Form Mode View Form Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.6 (Add New Chemical Forms)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group

[Preferences](#) [Save](#) [Close](#)

Welcome [My Facilities](#) **Prepare** [Validate](#) [Transmit](#) [Review](#) [Certify](#) [eFDP](#) [CDX Helpdesk Chat](#)

Select Year | Select Facility | **Forms** | [Chemical Info](#) | [On-site Release/Disposal](#) | [On-site Waste Mgmt](#) | [Off-site Transfer](#) | [Source Reduction/Recycling](#) | [Misc Info](#) | [Summary](#)

Add New Chemical Forms

FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

Type all or part of a chemical name and/or CAS No. in the fields provided and then click **Search**. Double-click on a chemical in the search results window to add it to your list of new forms to create. When you're finished creating your list of new forms, click **Next**. TRI-MEweb provides a separate page that enables you to [create a form for a Generic Chemical Name Provided by Supplier](#) (as provided in Form R, Part II, Section 2.1).

Chemical Name:

and/or

CAS Number:

Include chemical synonyms in your search

RY 2014 Chemicals 1 - 10 of 621.

- 1,1,1,2-Tetrachloro-2-fluoroethane (354-11-0)
- 1,1,1,2-Tetrachloroethane (630-20-6)
- 1,1,1-Trichloroethane (71-55-6)
- 1,1,2,2-Tetrachloro-1-fluoroethane (354-14-3)
- 1,1,2,2-Tetrachloroethane (79-34-5)
- 1,1,2-Trichloroethane (79-00-5)
- 1,1-Dichloro-1,2,2,3,3-pentafluoropropane (13474-88-9)
- 1,1-Dichloro-1,2,2-trifluoroethane (812-04-4)
- 1,1-Dichloro-1,2,3,3,3-pentafluoropropane (111512-56-2)
- 1,1-Dichloro-1-fluoroethane (1717-00-6)

Need help? Use the link(s) provided in the blue Help Area to the right.

Chemicals to add:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.7 (Search for chemical)

CDX
TRI-ME WEB

Logged in as: KYLE.PAHOWKA, Alpha Beta Group

Preferences Save Close

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP

Select Year | Select Facility | Forms | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Add New Chemical Forms

FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

Type all or part of a chemical name and/or CAS No. in the fields provided and then click **Search**. Double-click on a chemical in the search results window to add it to your list of new forms to create. When you're finished creating your list of new forms, click **Next**. TRI-MEweb provides a separate page that enables you to [create a form for a Generic Chemical Name Provided by Supplier](#) (as provided in Form R, Part II, Section 2.1).

Chemical Name:

and/or

CAS Number:

Include chemical synonyms in your search

2014 Reporting Year Chemicals 1 - 1 of 1

Need help? Use the link(s) provided in the blue Help Area to the right.

Chemicals to add:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.8 (Add selected chemical)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group

[Preferences](#) [Save](#) [Close](#)

Welcome [My Facilities](#) **Prepare** [Validate](#) [Transmit](#) [Review](#) [Certify](#) [eFDP](#) [CDX Helpdesk Chat](#)

Select Year | Select Facility | **Forms** | [Chemical Info](#) | [On-site Release/Disposal](#) | [On-site Waste Mgmt](#) | [Off-site Transfer](#) | [Source Reduction/Recycling](#) | [Misc Info](#) | [Summary](#)

Add New Chemical Forms

FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

Type all or part of a chemical name and/or CAS No. in the fields provided and then click **Search**. Double-click on a chemical in the search results window to add it to your list of new forms to create. When you're finished creating your list of new forms, click **Next**. TRI-MEweb provides a separate page that enables you to [create a form for a Generic Chemical Name Provided by Supplier](#) (as provided in Form R, Part II, Section 2.1).

Chemical Name:

and/or

CAS Number:

Include chemical synonyms in your search

Need help? Use the link(s) provided in the blue Help Area to the right.

2014 Reporting Year Chemicals 1 - 1 of 1.

o-Nitrotoluene (88-72-2)

Chemicals to add:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.9 (Remove Selected Chemical)

TRI-MEweb Application - Windows Internet Explorer

Logged in as: KYLE PAHOWKA, Alpha Beta Group

Preferences Save Close

CDX Helpdesk Chat

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP

Select Year | Select Facility | **Forms** | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Add New Chemical Forms

FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

Type all or part of a chemical name and/or CAS No. in the fields provided and then click **Search**. Double-click on a chemical in the search results window to add it to your list of new forms to create. When you're finished creating your list of new forms, click **Next**. TRI-MEweb provides a separate page that enables you to [create a form for a Generic Chemical Name Provided by Supplier](#) (as provided in Form R, Part II, Section 2.1).

Chemical Name:

and/or

CAS Number:

Include chemical synonyms in your search

Search

Need help? Use the link(s) provided in the blue Help Area to the right.

2014 Reporting Year Chemicals 1 - 1 of 1.

o-Nitrotoluene (88-72-2)

+ Add Selected

Chemicals to add: o-Nitrotoluene (88-72-2)

X Remove Selected

Remove Selected

Back Index Next

Go To Form Mode View Form Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.10 (Search for chemical using 'CAS Number')

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group

[Preferences](#) [Save](#) [Close](#)

Welcome [My Facilities](#) **Prepare** [Validate](#) [Transmit](#) [Review](#) [Certify](#) [eFDP](#) [CDX Helpdesk Chat](#)

Select Year | Select Facility | **Forms** | [Chemical Info](#) | [On-site Release/Disposal](#) | [On-site Waste Mgmt](#) | [Off-site Transfer](#) | [Source Reduction/Recycling](#) | [Misc Info](#) | [Summary](#)

Add New Chemical Forms FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

Type all or part of a chemical name and/or CAS No. in the fields provided and then click **Search**. Double-click on a chemical in the search results window to add it to your list of new forms to create. When you're finished creating your list of new forms, click **Next**. TRI-MEweb provides a separate page that enables you to [create a form for a Generic Chemical Name Provided by Supplier](#) (as provided in Form R, Part II, Section 2.1).

Chemical Name:

and/or

CAS Number:

Include chemical synonyms in your search

2014 Reporting Year Chemicals 1 - 1 of 1.

o-Nitrotoluene (88-72-2)

Need help? Use the link(s) provided in the blue Help Area to the right.

Chemicals to add:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.11 (Click 'Select Year' sub-tab)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group

[Preferences](#) [Save](#) [Close](#)

Welcome | [My Facilities](#) | **Prepare** | [Validate](#) | [Transmit](#) | [Review](#) | [Certify](#) | [eFDP](#)

Select Year | [Select Facility](#) | [Forms](#) | [Chemical Info](#) | [On-site Release/Disposal](#) | [On-site Waste Mgmt](#) | [Off-site Transfer](#) | [Source Reduction/Recycling](#) | [Misc Info](#) | [Summary](#)

[CDX Helpdesk Chat](#)

Add New Chemical Forms FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

Type all or part of a chemical name and/or CAS No. in the fields provided and then click **Search**. Double-click on a chemical in the search results window to add it to your list of new forms to create. When you're finished creating your list of new forms, click **Next**. TRI-MEweb provides a separate page that enables you to [create a form for a Generic Chemical Name Provided by Supplier](#) (as provided in Form R, Part II, Section 2.1).

Chemical Name:

and/or

CAS Number:

Include chemical synonyms in your search

2014 Reporting Year Chemicals 1 - 1 of 1.

o-Nitrotoluene (88-72-2)

Need help? Use the link(s) provided in the blue Help Area to the right.

Chemicals to add:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3-12 (Select 2013 and click 'Forms' sub-tab)

The screenshot shows the TRI-MEweb interface. At the top left is the TRI-MEweb logo. The top right shows the user is logged in as KYLE.PAHOWKA, Alpha Beta Group, with buttons for Preferences, Save, and Close. Below the header is a navigation menu with tabs: Welcome, My Facilities, Prepare, Validate, Transmit, Review, Certify, and eFDP. The 'Forms' sub-tab is selected and highlighted with a red box. Below the navigation is a sub-header 'Select a Reporting Year' with a red box around the 'Forms' link. The main content area contains a paragraph of text explaining the reporting process. Below the text is a 'Reporting Year:' label followed by a dropdown menu showing '2013', which is also highlighted with a red box. At the bottom of the page are navigation buttons: Back, Index, Next, Go To Form Mode, View Form, and Validate. The footer contains helpful links and the version number: TRI-MEweb Version RY2013.02.



Test Name Part I Section 4.3/4.4: Contact Information: Extension Field

Test ID TRI-03.2

Synopsis Tester enters phone number extensions for a public contact and a technical contact on the "Contact Information" page within the TRI-MEweb application for the reporting year 2014 in questionnaire mode.

Prerequisites A user with a CDX account has logged in to the TRI-MEweb application with access to a certifying official role and an associated TRIFID.

Role Preparer or Certifying Official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. Click "Cancel" on the "Welcome to TRI-MEweb!!" pop-up to proceed to the "Welcome to TRI-MEweb" page. Note that this pop-up is only displayed upon logging into the application if the user has pending TRIFID signature agreement(s). If the pop-up is not displayed, proceed with the script. If the pop-up is displayed, click the "Cancel" button and proceed with the script.	The "Welcome to TRI-MEweb" pop-up was displayed if the user has at least one pending TRIFID signature agreement OR the main "Welcome to TRI-MEweb" page is displayed if the user has no pending TRIFID signature agreements.		See figure 3.1	
2. Click the "Prepare" tab.	The "Select a Reporting Year" page is displayed.		See figure 3.2	
3. Select "2014" from the "Reporting Year" dropdown if it is not preselected. Click the "Select Facility" sub-tab.	The "Select a Facility" page is displayed.		See figure 3.13	
4. Select the radio button adjacent to one of your available TRIFIDs. Click the 'Forms' sub-tab at the top of the page.	The 'Select a Form' page is displayed.		See figure 3.4	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>5. Select the radio button adjacent to one of your test forms.</p> <p>Click the "Next" button.</p> <p>Note that if you have already certified all of your test forms during unrelated testing, you will need to add a new chemical form by clicking the 'Add Form.'</p>	The "Change Form Type" page is displayed.		See figure 3.14	
6. Click the "Next" button.	The "Contact Information" page is displayed.		See figure 3.15	
7. Verify information on the "Contact Information" page.	Instructional text displays at the top of the "Contact Information" page.		See figure 3.16	
	An "Ext" field displays within the technical contact name fields.		See figure 3.16	
	An "Ext" field displays within the public contact name fields.		See figure 3.16	
8. Enter "ABCDE" in the "Ext" field for a technical contact and click the "Next" button.	A data error displays at the top of the page indicating that a numeric phone number extension should be entered.		See figure 3.17	
9. Remove "ABCDE" displayed in the technical contact "Ext" text field.	The technical contact "Ext" text field is empty and does not contain any data.			
10. Enter "12345" in the technical contact "Ext" text field.	"12345" is displayed in the technical contact "Ext" text field.			
11. Click the "Next" button.	The "Release Type List" page displays.			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
12. Click the "Back" button.	The "Contact Information" page displayed.			
13. Remove "12345" from the technical contact "Ext" text field.	The technical contact "Ext" text field is empty.			
14. Enter "*****" in the public contact "Ext" text field.	"*****" displayed in the public contact "Ext" text field.			
15. Click the "Next" button.	A data error displays at the top of the page indicating that a numeric phone number extension should be entered.		See figure 3.18	
16. Remove the "*****" from the public contact "Ext" text field.	The public contact "Ext" text field is empty and does not contain any data.			
17. Click the "Go to Form Mode" button displayed in the bottom right-hand corner of the "Contact Information" page.	The Form R Part II, Sections 1, 2, 3 and 4 page displays.		See figure 3.19	
18. Enter "ABC" in the technical contact "Ext" field.	"ABC" displays in the technical contact "Ext" field.			
19. Click the "Next" button.	A data error displays at the top of the page indicating that a numeric phone number extension should be entered.		See figure 3.20	
20. Remove the "ABC" from the technical contact "Ext" field.	The technical contact "Ext" field in form mode is blank.			
21. Enter "???" in the public contact "Ext" field.	"???" displays in the public contact "Ext" field.			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
22. Click the "Next" button.	A data error displays at the top of the page indicating that a numeric phone number extension should be entered.		See figure 3.21	
23. Remove the "???" displayed in the public contact "Ext" field.	The public contact "Ext" field is empty.			
24. Click the "View Form" button displayed in the bottom right-hand corner.	The Form R style sheet displays.		See figure 3.22	
25. Scroll to section 4.3 and 4.4	"Telephone Number (include area code and ext)" displays in the style sheet for technical contact name.		See figure 3.23	
	"Technical Number (include area code and ext)" displays in the style sheet for public contact name.		See figure 3.23	
26. Click the "X" in the upper right-hand corner of the style sheet window.	The Form R style sheet closes.			
27. Click the "Go To Questionnaire Mode" button.	The "Contact Information" page displays.		See figure 3.24	
28. Enter the following information for a technical contact: <ul style="list-style-type: none"> • Technical Contact Name: John Smith • Phone: 1234567890 • Ext: 1234 • E-mail: John.Smith@test.com 	Data is displayed as entered.			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
29. Enter the following information for a public contact: <ul style="list-style-type: none">• Public Contact Name: Jane Doe• Phone: 1234567890• Ext: [Leave blank]• E-mail: Jane.Doe@test.com	Data is displayed as entered.			
30. Click the "Next" button.	The "Release Type List" page displays.			

Determination:

Pass [] Fail []

Approved By:

Date:

Time:

TRI-03.2 Screenshots

Figure 3.13

The screenshot shows the TRI-MEweb interface. At the top, it says "Logged in as: KYLE.PAHOWKA, Alpha Beta Group". There are buttons for "Preferences", "Save", and "Close". Below that is a navigation bar with "Welcome", "My Facilities", "Prepare", "Validate", "Transmit", "Review", "Certify", and "eFDP". A "CDX Helpdesk Chat" button is also present. The main content area is titled "Select a Reporting Year" and contains the following text: "TRI-MEweb allows you to prepare RY1991 through RY2014 TRI forms for your facility. If you wish to prepare RY2014 forms for a facility, click **Next** and you will have access to draft RY2014 forms that TRI-MEweb has created based on your RY2013 reports for that facility. If, however, you wish to revise a form for a prior reporting year, or transmit an original form for a prior reporting year, select it from the list below and click **Next**. You may return at any time to this page to change between reporting years." Below this text is a "Reporting Year" dropdown menu with "2014" selected. At the bottom, there are navigation buttons: "Back", "Index", "Next", "Go To Form Mode", "View Form", and "Validate". Helpful links are provided at the bottom: "USEPA Home", "TRI Program Home", "Reporting Forms and Instructions (PDF)", and "TRI-MEweb Version RY2013.02".

Figure 3.14 (Select a form and click "Next")

Logged in as: KYLE.PAHOWKA, Alpha Beta Group

[Preferences](#)
[Save](#)
[Close](#)

[Welcome](#)
[My Facilities](#)
[Prepare](#)
[Validate](#)
[Transmit](#)
[Review](#)
[Certify](#)
[eFDP](#)

[CDX Helpdesk Chat](#)

[Select Year](#)
[Select Facility](#)
[Forms](#)
[Chemical Info](#)
[On-site Release/Disposal](#)
[On-site Waste Mgmt](#)
[Off-site Transfer](#)
[Source Reduction/Recycling](#)
[Misc Info](#)
[Summary](#)

Select a Form

FIM Facility Pottstown, PA
 1946WFMFCL321RE
 Reporting Year 2014

The following is a list of the Reporting Year 2014 chemical forms for this facility. Please select the draft chemical form you would like to begin working with and click **Next**.

Click **Add Form** to create one or more blank chemical forms.

Click **Import Data** to create and pre-populate RY 2013 chemical forms based on your prior year submission(s).

+ Add Form
Import Data

Select to proceed	CAS No Cat. Code	Chemical Name	Reporting Year	Form Type	Revision	Validation Status	Form Status
<input checked="" type="radio"/>	000354110	1,1,1,2-Tetrachloro-2-fluoroethane (PDF)	2014	R	No	Not Validated	X Delete
<input type="radio"/>	N150	Dioxin and Dioxin-like Compounds (PDF)	2014	R	No	Passed with Possible Errors	<i>Certified and Sent to USEPA</i> Revise Withdraw

← Back
Index
Next →

[Go To Form Mode](#)
[View Form](#)
[Validate](#)

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.15 ("Change Form Type" page is displayed)

TRI-ME WEB
Logged in as: KYLE.PAHOWKA, Alpha Beta Group
Preferences Save Close

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP
CDX Helpdesk Chat

Select Year | Select Facility | **Forms** | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Change Form Type FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

Select the type of form (Form A Certification Statement or Form R) for this chemical by selecting the appropriate radio button below. Use the Help Area links if you are not sure which form to choose.

Chemical Name: 1,1,1,2-Tetrachloro-2-fluoroethane

Form A: Form R:
Change this form?

Back Index **Next** Go To Form Mode View Form Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.16 (Technical/Public Contact Extension Fields)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group Preferences Save Close

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP CDX Helpdesk Chat

Select Year | Select Facility | **Forms** | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Contact Information FIM Facility Pottstown, PA
1946WFMFCL321RE
(Form R Part I, Section 4.3 & 4.4) 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Please provide a Technical and Public Contact for this form, as requested below. If there are other forms for this facility, you may use the pick list provided to complete the requested information.

Select Technical Contact from list:
or fill in fields below.
Technical Contact Name:
 Non-US Phone
Phone: () - **Ext:**
E-mail:

Select Public Contact from list:
or fill in fields below.
Public Contact Name:
 Non-US Phone
Phone: () - **Ext:**
E-mail:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.17 (Technical Contact Extension Validation)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group Preferences Save Close

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP CDX Helpdesk Chat

Select Year | Select Facility | **Forms** | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Contact Information FIM Facility Pottstown, PA
1946WFMFCL321RE
(Form R Part I, Section 4.3 & 4.4) 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Data Error: Invalid telephone extension number. Please enter a numeric phone extension number.

Please provide a Technical and Public Contact for this form, as requested below. If there are other forms for this facility, you may use the pick list provided to complete the requested information.

Select Technical Contact from list: ▼
or fill in fields below.
Technical Contact Name:
 Non-US Phone
Phone: () - Ext:
E-mail:

Select Public Contact from list: ▼
or fill in fields below.
Public Contact Name:
 Non-US Phone
Phone: () - Ext:
E-mail:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.18 (Public Contact Extension Validation)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group Preferences Save Close

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP CDX Helpdesk Chat

Select Year | Select Facility | **Forms** | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Contact Information FIM Facility Pottstown, PA
1946WFMFCL321RE
(Form R Part I, Section 4.3 & 4.4) 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Data Error: Invalid telephone extension number. Please enter a numeric phone extension number.

Please provide a Technical and Public Contact for this form, as requested below. If there are other forms for this facility, you may use the pick list provided to complete the requested information.

Select Technical Contact from list: ▼
or fill in fields below.
Technical Contact Name:
 Non-US Phone
Phone: () - Ext:
E-mail:

Select Public Contact from list: ▼
or fill in fields below.
Public Contact Name:
 Non-US Phone
Phone: () - Ext: *****
E-mail:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.19 (Go to Form Mode)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group

[Preferences](#) [Save](#) [Close](#)

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP [CDX Helpdesk Chat](#)

Select Year | Select Facility | **Forms** | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Contact Information FIM Facility Pottstown, PA
1946WFMFCL321RE

(Form R Part I, Section 4.3 & 4.4) 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Data Error: Invalid telephone extension number. Please enter a numeric phone extension number.

Please provide a Technical and Public Contact for this form, as requested below. If there are other forms for this facility, you may use the pick list provided to complete the requested information.

Select Technical Contact from list:
or fill in fields below.
Technical Contact Name:
 Non-US Phone
Phone: () - Ext:
E-mail:

Select Public Contact from list:
or fill in fields below.
Public Contact Name:
 Non-US Phone
Phone: () - Ext:
E-mail:

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.20 (Technical Contact Extension Validation in Form Mode)

CDX TRI-ME WEB
Logged in as: KYLE.PAHOWKA, Alpha Beta Group
Preferences Save Close
CDX Helpdesk Chat

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP
Change: Select Year | Select Facility | Form Part I: §1-4.4 | §4.5-4.7 | §5 Part II: §1-4 | §5 | §5.3 | §6.1 | §6.2 | §7A | §7B-7C | §8.1-8.7 | §8.8 | §8.9-8.10 | §8.11 | §9.1

Form R Part II, Sections 1, 2, 3 and 4 FIM Facility Pottstown, PA
1946WFMFCL321RE
2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Data Error: Invalid telephone extension number. Please enter a numeric phone extension number.

Section 1: Toxic Chemical Identity

1.1. CAS Number:	000354110
1.2. Chemical Name:	1,1,1,2-Tetrachloro-2-fluoroethane
1.3. Generic Chemical Name:	Not Applicable

Section 2: Mixture Component Identity

2.1. Generic Chemical Name Provided by Supplier:	Not Applicable
--	----------------

Technical and Public Contact Info

Select Technical Contact from list: or fill in fields below.

Technical Contact Name:	<input type="text"/>	Non-US Phone:	<input type="checkbox"/>
E-mail:	<input type="text"/>	Phone:	(<input type="text"/>) <input type="text"/> - <input type="text"/> Ext: <input style="border: 1px solid red;" type="text" value="ABC"/>

Select Public Contact from list: or fill in fields below.

Public Contact Name:	<input type="text"/>	Non-US Phone:	<input type="checkbox"/>
E-mail:	<input type="text"/>	Phone:	(<input type="text"/>) <input type="text"/> - <input type="text"/> Ext: <input type="text"/>

← Back Index Next →

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.21 (Public Contact Extension Validation in Form Mode)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group Preferences Save Close

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP CDX Helpdesk Chat

Change: Select Year | Select Facility | Form Part I: §1-4.4 | §4.5-4.7 | §5 Part II: §1-4 | §5 | §5.3 | §6.1 | §6.2 | §7A | §7B-7C | §8.1-8.7 | §8.8 | §8.9-8.10 | §8.11 | §9.1

Form R Part II, Sections 1, 2, 3 and 4 FIM Facility Pottstown, PA
1946WFMFCL321RE
2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Data Error: Invalid telephone extension number. Please enter a numeric phone extension number.

Section 1: Toxic Chemical Identity

1.1. CAS Number: 000354110
1.2. Chemical Name: 1,1,1,2-Tetrachloro-2-fluoroethane
1.3. Generic Chemical Name: Not Applicable

Section 2: Mixture Component Identity

2.1. Generic Chemical Name Provided by Supplier: Not Applicable

Technical and Public Contact Info

Select Technical Contact from list: or fill in fields below.

Technical Contact Name: Non-US Phone:
E-mail: Phone: () - Ext:

Select Public Contact from list: or fill in fields below.

Public Contact Name: Non-US Phone:
E-mail: Phone: () - Ext:

← Back Index Next → Go To Questionnaire Mode View Form Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.22 (Select "View Form" button)

CDX TRI-ME WEB
Logged in as: KYLE.PAHOWKA, Alpha Beta Group
Preferences Save Close
CDX Helpdesk Chat

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP
Change: Select Year | Select Facility | Form Part I: §1-4.4 | §4.5-4.7 | §5 Part II: §1-4 | §5 | §5.3 | §6.1 | §6.2 | §7A | §7B-7C | §8.1-8.7 | §8.8 | §8.9-8.10 | §8.11 | §9.1

Form R Part II, Sections 1, 2, 3 and 4

FIM Facility Pottstown, PA
1946WFMFCL321RE
2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Data Error: Invalid telephone extension number. Please enter a numeric phone extension number.

Section 1: Toxic Chemical Identity

1.1. CAS Number: 000354110
1.2. Chemical Name: 1,1,1,2-Tetrachloro-2-fluoroethane
1.3. Generic Chemical Name: Not Applicable

Section 2: Mixture Component Identity

2.1. Generic Chemical Name Provided by Supplier: Not Applicable

Technical and Public Contact Info

Select Technical Contact from list: or fill in fields below.

Technical Contact Name: Non-US Phone:
E-mail: Phone: () - Ext:

Select Public Contact from list: or fill in fields below.

Public Contact Name: Non-US Phone:
E-mail: Phone: () - Ext:

Cancel

Go To Questionnaire Mode **View Form** Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02



Figure 3.23 (Technical/Public Contact Extension in Stylesheet)

SECTION 4. FACILITY IDENTIFICATION										
4.1	Facility or Establishment Name FIM Facility			TRI Facility ID Number	1946WFMFCL321RE					
Street 321 Red Street				Mailing Address (if different from physical street address) DAT MAIL ADDRESS						
City/County/Tribe/State/ZIP Code Pottstown / Montgomery / BIA Code: 281 / PA / 19464				City/State/ZIP Code TOWN / PA / 194642522		Country (Non-US)				
4.2	This report contains information for : (<u>Important</u> : check a or b; check c or d if applicable)			a. <input checked="" type="checkbox"/> An Entire facility	b. <input type="checkbox"/> Part of a facility	c. <input type="checkbox"/> A Federal facility	d. <input type="checkbox"/> GOCO			
4.3	Technical Contact name			Email Address		Telephone Number (include area code and ext.) -				
4.4	Public Contact name			Email Address		Telephone Number (include area code and ext.) -				
4.5	NAICS Code(s) (6 digits)			a. 111150 (Primary)	b.	c.	d.	e.	f.	
4.6	Dun and Bradstreet Number(s) (9 digits)			a. 333333333					b. 233333333	
SECTION 5. PARENT COMPANY INFORMATION										
5.1	Name of U.S. Parent Company (for TRI Reporting purposes)			PC NAME		No U.S. Parent Company (for TRI Reporting purposes) []				
5.2	Parent Company's Dun & Bradstreet Number			NA []		123454223				
Printed using TRIMEweb										
Page 2 of 5										
EPA FORM R PART II. CHEMICAL - SPECIFIC INFORMATION										
TRI Facility ID Number 1946WFMFCL321RE										
Toxic Chemical, Category, or Generic Name 1,1,1,2-Tetrachloro-2-fluoroethane										
SECTION 1. TOXIC CHEMICAL IDENTITY (Important: DO NOT complete this section if you are reporting a mixture component in Section 2 below.)										
1.1	CAS Number (Important: Enter only one number exactly as it appears on the Section 313 list. Enter category code if reporting a chemical category.) 354110									
1.2	Toxic Chemical or Chemical Category Name (Important: Enter only one name exactly as it appears on the Section 313 list.) 1,1,1,2-Tetrachloro-2-fluoroethane									
1.3	Generic Chemical Name (Important: Complete only if Part I, Section 2.1 is checked "Yes". Generic Name must be structurally descriptive.) NA									
SECTION 2. MIXTURE COMPONENT IDENTITY (Important: DO NOT complete this section if you completed Section 1 above.)										

Figure 3.24 (Go To Questionnaire Mode)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group Preferences Save Close

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP CDX Helpdesk Chat

Change: Select Year | Select Facility | Form Part I: §1-4.4 | §4.5-4.7 | §5 Part II: §1-4 | §5 | §5.3 | §6.1 | §6.2 | §7A | §7B-7C | §8.1-8.7 | §8.8 | §8.9-8.10 | §8.11 | §9.1

Form R Part II, Sections 1, 2, 3 and 4 FIM Facility Pottstown, PA
1946WFMFCL321RE
2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Section 1: Toxic Chemical Identity

1.1. CAS Number:	000354110
1.2. Chemical Name:	1,1,1,2-Tetrachloro-2-fluoroethane
1.3. Generic Chemical Name:	Not Applicable

Section 2: Mixture Component Identity

2.1. Generic Chemical Name Provided by Supplier:	Not Applicable
--	----------------

Technical and Public Contact Info

Select Technical Contact from list: or fill in fields below.

Technical Contact Name:	<input type="text"/>	Non-US Phone:	<input type="checkbox"/>
E-mail:	<input type="text"/>	Phone:	(<input type="text"/>) <input type="text"/> - <input type="text"/> Ext: <input type="text"/>

Select Public Contact from list: or fill in fields below.

Public Contact Name:	<input type="text"/>	Non-US Phone:	<input type="checkbox"/>
E-mail:	<input type="text"/>	Phone:	(<input type="text"/>) <input type="text"/> - <input type="text"/> Ext: <input type="text"/>

Section 3: Activities and Uses of the Toxic Chemical at the Facility

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02



Test Name Part II Section 5.3: Discharges to Surface Waters: Reach Code
Test ID TRI-03.3
Synopsis Tester adds a reach code to the "Discharges to Surface Waters: Add Discharge" page, edits a reach code, and views the reach code on the "Discharges to Surface Waters: Summary" page.
Prerequisites A user with a CDX account has logged into the TRI-MEweb application with access to a certifying official role, an associated TRIFID and chemical form.
Role Preparer or Certifying Official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. After logging into the TRI-MEweb application, select the "Prepare" tab.	The "Select a Reporting Year" page is displayed			
2. Click "Next" (2014 is preselected).	The "Select a Facility" page is displayed.		Figure 3.3	
3. Select the radio button adjacent to one of your test TRIFIDs and click the "Form" sub-tab.	The "Select a Form" page is displayed.		Figure 3.4	
4. Select the radio button adjacent to one of your test forms. Click on the "On-site Release/Disposal" sub-tab. Note that if you have already certified all of your test forms during unrelated testing, you will need to add a new chemical form by clicking the 'Add Form.'	The "On-site Releases and Disposal: Introduction" page displays.		Figure 3.25	
5. Click the "Next" button.	The "Fugitive or Non-Point Air Emissions" page displays.			
6. Click the "Next" button.	The "Stack or Point Air Emissions" page displays.			
7. Click the "Next" button.	The "Discharges to Surface Waters: Summary" page displays.			
8. Click the "+ Add" button displayed on the page.	The "Discharges to Surface Waters: Add Discharge" page displayed.		Figure 3.26	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>9. Verify the following information on the "Discharges to Surface Waters: Add Discharge" page.</p>	<p>A non-editable "Reach Code (optional)" field displays.</p>		<p>Figure 3.27</p>	
	<p>An "Exclude Reach Code from Form R" checkbox displays.</p>		<p>Figure 3.27</p>	
	<p>A "Learn More" button displays below the "Exclude Reach Code from Form R" checkbox.</p>		<p>Figure 3.27</p>	
<p>10. Click the "Learn More" button.</p>	<p>A Reach Code user guide pop-up window displays with the following text:</p> <p>"In Section 5.3 you are to enter all the names of the streams or water bodies to which your facility directly discharges the EPCRA Section 313 chemical on which you are reporting. In addition, you may also enter the 14-digit reach code assigned to each receiving water body by the USGS's National Hydrography Dataset (NHD). TRI-MEweb will automatically populate the reach code field with the appropriate code when you select your receiving water body on the map provided in the user interface for this section. You may also be able to find the correct reach code by consulting readily available sources, such as your discharge permit.</p> <p>Note that reach data is not available for Alaska, Guam, American Samoa and the Northern Mariana Islands, so facilities located in these areas should leave this field blank.</p> <p>EPA maps all reported discharges to reaches for purposes of its Risk Screening</p>		<p>Figure 3.28</p>	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
	Environmental Indicators (RSEI) model, Discharge Monitoring Reports (DMR) Pollutant Loading Tool, and for other analyses. Identifying your stream or water body by entering a reach code in this section ensures that EPA will map your discharges to the correct reach."			
11. Click the "X" in the upper right-hand corner of the user guide window.	The Reach Code Information user guide pop-up window closes.			
12. Right-click on the map to select a water body and populate the "Stream or Water Body Name" field and the "Reach Code (optional)" field.	The "Stream or Water Body Name" field populates with a value.		Figure 3.29	
	The "Reach Code (optional)" field displays a non-editable reach code.		Figure 3.29	
	The "Reach Code" is exactly 14 characters.		Figure 3.29	
13. Check the "Exclude Reach Code from Form R" checkbox.	The previously displayed reach code is removed from the "Reach Code (optional)" field.			
14. Uncheck the "Exclude Reach Code from Form R" checkbox.	The previously displayed reach code value re-appears in the "Reach Code (optional)" field.			
15. Click the "Can't find or identify your stream or water body on the map?" link.	The "Reach Code (optional)" field is now editable and a user can enter a 14-digit reach code.			
16. Enter "1234567890" in the "Reach Code (optional)" field.	"1234567890" is displayed in the "Reach Code (optional)" field.			
17. Click the "Next" button.	An error message displays indicating that the "Reach Code" must contain 14 characters.		Figure 3.30	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
18. Click the "Use map to locate the stream or water body" link located where the water body map was previously displayed.	The map re-appears on the "Discharges to Surface Waters: Add Discharge" page.			
19. Right-click on a water body on the map.	The "Stream or Water Body Name" field is populated.			
	The "Reach Code (optional)" field is populated with a value.			
20. Click the "Next" button.	The "Discharges to Surface Waters: Summary" page displays.			
21. Click the "Edit" button for the stream or water body named previously entered.	The "Discharges to Surface Waters: Edit Discharge" page displays.		Figure 3.31	
22. Click the "Cancel" button on the "Discharges to Surface Waters: Edit Discharge" page.	The "Discharges to Surface Waters: Summary" page displays.			
23. Click the "View Form" button.	The Form R style sheet pop-up window generates.		Figure 3.32	
24. Scroll to Section 5.3.	The stream or water body name displays within the "Stream or Water Body Name" column heading.		Figure 3.33	
	The reach code displays within the "Reach Code (optional)" column heading.		Figure 3.33	
	A "0" displays within the "A. Total Release (pounds/year*) (Enter range code or estimate**)" column heading.		Figure 3.33	
	"0%" displays within the "C. Percent from Stormwater" column heading.		Figure 3.33	
25. Click the "X" in the upper right-hand corner.	The Form R style sheet pop-up window closes.			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
	The "Discharges to Surface Waters: Summary" page displays.			
26. Click the "Go To Form Mode" button on the "Discharges to Surface Waters: Summary" page.	The "Section 5.3 Discharges to Receiving Streams or Water Bodies" page displays.		Figure 3.34	
	A "Reach Code (optional)" column header displays.			
27. Repeat the same steps taken in questionnaire mode for form mode and verify that the same results are displayed.	The results displayed in questionnaire mode are displayed in form mode.			

Determination: Pass [] Fail [] _____

Approved By: _____ Date: _____ Time: _____

TRI-03.3 Screenshots

Figure 3.25 (Select chemical form and click "On-site Release/Disposal" sub-tab)

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CDX Helpdesk Chat

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Select Year | Select Facility | Forms | Chemical Info | **On-site Release/Disposal** | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Select a Form

FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

The following is a list of the Reporting Year 2014 chemical forms for this facility. Please select the draft chemical form you would like to begin working with and click **Next**.

Click **Add Form** to create one or more blank chemical forms.

Click **Import Data** to create and pre-populate RY 2013 chemical forms based on your prior year submission(s).

+ Add Form Import Data

Select to proceed	CAS No Cat. Code	Chemical Name	Reporting Year	Form Type	Revision	Validation Status	Form Status
<input checked="" type="radio"/>	000354110	1,1,1,2-Tetrachloro-2-fluoroethane (PDF)	2014	R	No	Not Validated	<input type="button" value="Delete"/>
<input type="radio"/>	N150	Dioxin and Dioxin-like Compounds (PDF)	2014	R	No	Passed with Possible Errors	<input type="button" value="Revise"/> <input type="button" value="Withdraw"/> <i>Certified and Sent to USEPA</i>

← Back Index Next →

Go To Form Mode View Form Validate

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Figure 3.26 (Add Discharge to Water Body)

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[Preferences](#)
[Save](#)
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[Welcome](#)
[My Facilities](#)
[Prepare](#)
[Validate](#)
[Transmit](#)
[Review](#)
[Certify](#)
[eFDP](#)

[CDX Helpdesk Chat](#)

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Discharges to Surface Waters: Summary

(Form R, Part II, Section 5.3)

FIM Facility Pottstown, PA
1946WFMFCL321RE

2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

In this section, you will need to report estimates of the quantities of the toxic chemical to which your facility directly discharges in to receiving streams or water bodies. Releases due to runoff, including stormwater runoff are also reportable. If you have previously entered data, it is summarized below. To edit or delete a row, click **Edit** or **Delete** in the corresponding row, or you may click **Add** to add a row to the summary table.

If these types of releases are not applicable, select the box below.

Not Applicable ([Should I report zero instead of Not Applicable?](#))

+ Add

Stream or Water Body Name	NEW Reach Code (optional)	Quantity (lbs)	Range Code	Basis of Estimate Code	% from Stormwater
There is currently no stream data entered for this form.					

Note that if you enter a range code, TRI data tools used by the public will display the midpoint of the range (e.g., 5, 250, or 750 lbs.)

[← Back](#)
[Index](#)
[Next →](#)

[Go To Form Mode](#)
[View Form](#)
[Validate](#)

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Figure 3.27 (Verify fields/button displayed on page)

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Preferences Save Close

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Select Year | Select Facility | Forms | Chemical Info | **On-site Release/Disposal** | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Discharges to Surface Waters: Add Discharge FIM Facility Pottstown, PA
1946WFMFCL321RE
(Form R, Part II, Section 5.3) 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Step 1: Stream or Water Body Name:

Reach Code (optional):

Exclude Reach Code from Form R

[Can't find or identify your stream or water body on the map?](#)

Step 2: Total Quantity: (pounds)

- or -

Range Code:

Step 3: Basis of Estimate:

Step 4: % From Stormwater: N/A

Right-click on the map to select your water body.

Right-click on mouse to display pin on map

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Figure 3.28 (Verify Reach Code Text in User Guide)

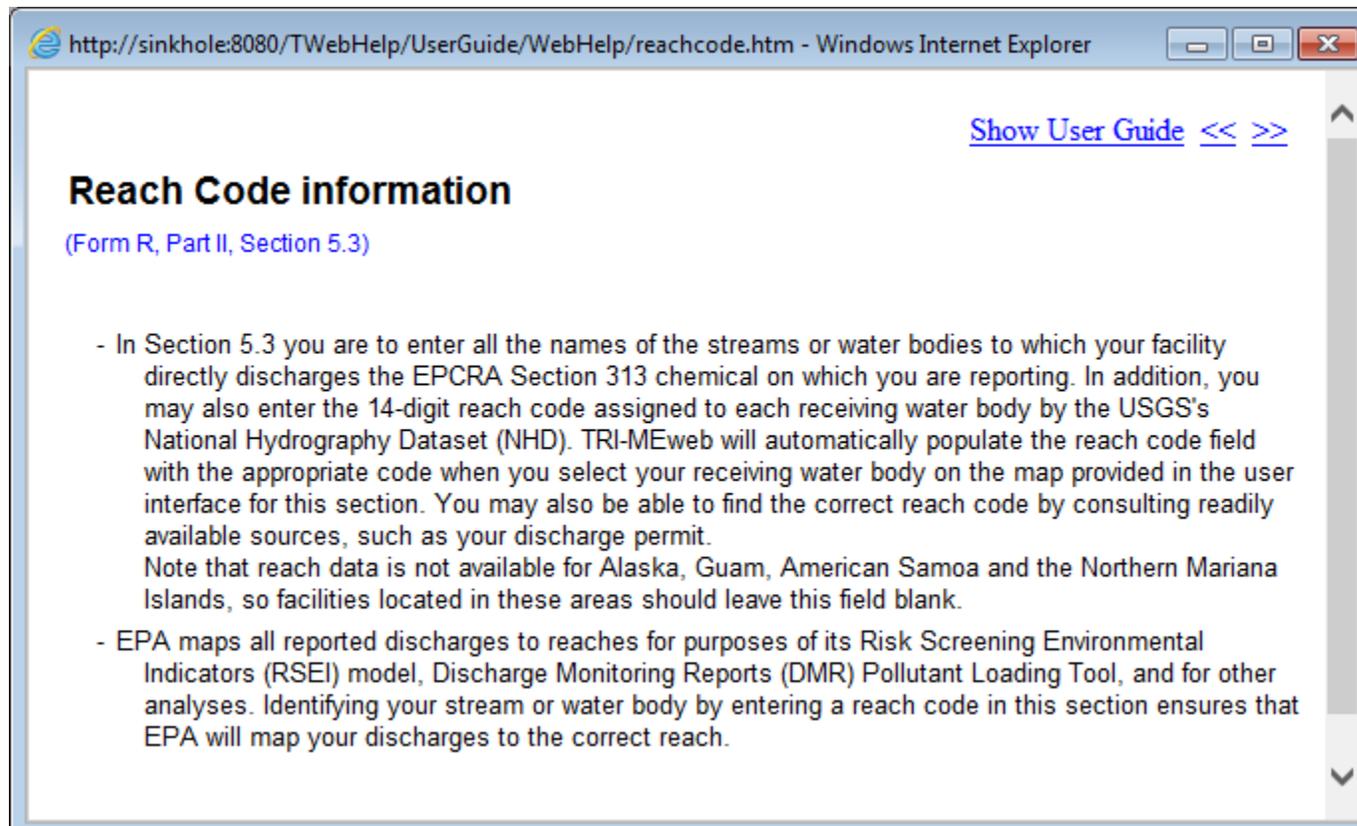


Figure 3.29 (Verify "Stream or Water Body Name" and "Reach Code" fields are populated)

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Select Year | Select Facility | Forms | Chemical Info | **On-site Release/Disposal** | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Discharges to Surface Waters: Add Discharge

(Form R, Part II, Section 5.3) FIM Facility Pottstown, PA
1946WFMFCL321RE
2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Step 1: Stream or Water Body Name

Reach Code (optional) Exclude Reach Code from Form R

[Learn More](#)

[Can't find or identify your stream or water body on the map?](#)

Step 2: Total Quantity: (pounds)

- or -

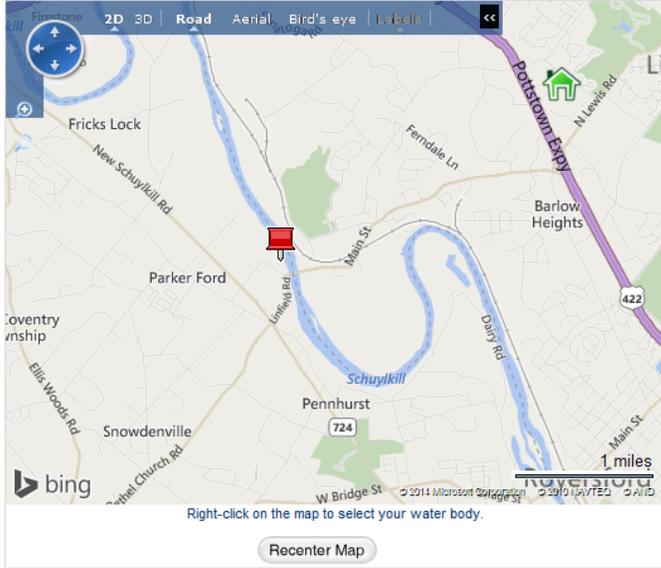
Range Code:

Step 3: Basis of Estimate:

Step 4: % From Stormwater: N/A



Right-click on mouse to display pin on map



Right-click on the map to select your water body.

[Recenter Map](#)

[Back](#) [Index](#) [Next](#) [Go To Form Mode](#) [View Form](#) [Validate](#)

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Figure 3.30 (Reach Code 14 Digit Validation)

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Select Year | Select Facility | Forms | Chemical Info | **On-site Release/Disposal** | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Discharges to Surface Waters: Add Discharge FIM Facility Pottstown, PA
1946WFMFCL321RE

(Form R, Part II, Section 5.3) 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Data Error. Invalid entry. Please enter exactly 14 digits into the Reach Code field. If you do not wish to provide a reach code please check the Exclude Reach Code from Form R box.

Please navigate the map shown on the right to locate the receiving stream or water body to which the chemical was released. This facility has been centered on the map upon its initial display. A pushpin will appear on the map after right-clicking on a location to indicate the selected stream or water body. If necessary, you may click **Recenter map** to recenter the map on the facility. You must also select a basis of estimate code. If the total quantity is less than 1,000 pounds you may instead select a range code form the codes provided. Lastly, the amount of this toxic chemical from stormwater should be reported as a weight percent, if applicable.

Step 1: Stream or Water Body Name:

Reach Code (optional) NEW

Exclude Reach Code from Form R

[Learn More](#)

Step 2: Total Quantity: (pounds)

- or -

Range Code:

Step 3: Basis of Estimate:

Step 4: % From Stormwater: N/A

[Use map to locate the stream or water body.](#)

[← Back](#) [Index](#) [Next →](#) [Go To Form Mode](#) [View Form](#) [Validate](#)

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.31 (Edit Reach Code)

TRI-ME WEB Logged in as: KYLE.PAHOWKA, Alpha Beta Group Preferences Save Close

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP CDX Helpdesk Chat

Select Year | Select Facility | Forms | Chemical Info | **On-site Release/Disposal** | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Discharges to Surface Waters: Summary FIM Facility Pottstown, PA
1946WFMFCL321RE
(Form R, Part II, Section 5.3) 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

In this section, you will need to report estimates of the quantities of the toxic chemical to which your facility directly discharges in to receiving streams or water bodies. Releases due to runoff, including stormwater runoff are also reportable. If you have previously entered data, it is summarized below. To edit or delete a row, click **Edit** or **Delete** in the corresponding row, or you may click **Add** to add a row to the summary table.

If these types of releases are not applicable, select the box below.

Not Applicable ([Should I report zero instead of Not Applicable?](#))

+ Add

Stream or Water Body Name	Reach Code (optional)	Quantity lbs	Range Code	Basis of Estimate Code	% from Stormwater	
Schuylkill River	02040203000100				%	Edit Delete

Note that if you enter a range code, TRI data tools used by the public will display the midpoint of the range (e.g., 5, 250, or 750 lbs.)

< Back **Index** **Next >** **Go To Form Mode** **View Form** **Validate**

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Figure 3.32 (View Form)

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[Preferences](#)
[Save](#)
[Close](#)

[Welcome](#)
[My Facilities](#)
[Prepare](#)
[Validate](#)
[Transmit](#)
[Review](#)
[Certify](#)
[eFDP](#)

[CDX Helpdesk Chat](#)

[Select Year](#) | [Select Facility](#) | [Forms](#) | [Chemical Info](#) | **[On-site Release/Disposal](#)** | [On-site Waste Mgmt](#) | [Off-site Transfer](#) | [Source Reduction/Recycling](#) | [Misc Info](#) | [Summary](#)

Discharges to Surface Waters: Summary

(Form R, Part II, Section 5.3)

FIM Facility Pottstown, PA
 1946WFMFCL321RE
 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

In this section, you will need to report estimates of the quantities of the toxic chemical to which your facility directly discharges in to receiving streams or water bodies. Releases due to runoff, including stormwater runoff are also reportable. If you have previously entered data, it is summarized below. To edit or delete a row, click **Edit** or **Delete** in the corresponding row, or you may click **Add** to add a row to the summary table.

If these types of releases are not applicable, select the box below.

Not Applicable ([Should I report zero instead of Not Applicable?](#))

[+ Add](#)

Stream or Water Body Name	NEW Reach Code (optional)	Quantity lbs	Range Code	Basis of Estimate Code	% from Stormwater	Edit Delete
Schuylkill River	02040203000100				%	Edit Delete

Note that if you enter a range code, TRI data tools used by the public will display the midpoint of the range (e.g., 5, 250, or 750 lbs.)

[← Back](#)
[Index](#)
[Next →](#)
[Go To Form Mode](#)
[View Form](#)
[Validate](#)

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02



Figure 3.33 (Section 5.3 Stylesheet)

2.1		NA		
SECTION 3. ACTIVITIES AND USES OF THE TOXIC CHEMICAL AT THE FACILITY (Important: Check all that apply.)				
3.1	Manufacture the toxic chemical: a. <input type="checkbox"/> Produce b. <input type="checkbox"/> Import	3.2	Process the toxic chemical: a. <input type="checkbox"/> As a reactant b. <input type="checkbox"/> As a formulation component c. <input type="checkbox"/> As an article component d. <input type="checkbox"/> Repackaging e. <input type="checkbox"/> As an impurity	
If produce or import: c. <input type="checkbox"/> For on-site use/processing d. <input type="checkbox"/> For sale/distribution e. <input type="checkbox"/> As a byproduct f. <input type="checkbox"/> As an impurity		3.3 Otherwise use the toxic chemical: a. <input type="checkbox"/> As a chemical processing aid b. <input type="checkbox"/> As a manufacturing aid c. <input type="checkbox"/> Ancillary or other use		
SECTION 4. MAXIMUM AMOUNT OF THE TOXIC CHEMICAL ON-SITE AT ANY TIME DURING THE CALENDAR YEAR 4.1 <input type="checkbox"/> (Enter two-digit code from instruction package.)				
SECTION 5. QUANTITY OF THE TOXIC CHEMICAL ENTERING EACH ENVIRONMENTAL MEDIUM ON-SITE				
		A. Total Release (pounds/year*) (Enter range code or estimate**)	B. Basis of Estimate (Enter code)	C. Percent from Stormwater
5.1	Fugitive or non-point air emissions	NA <input type="checkbox"/>	0	
5.2	Stack or point air emissions	NA <input type="checkbox"/>	0	
5.3	Discharges to receiving streams or water bodies (Enter one name per box)	NA <input type="checkbox"/>		
	Stream or Water Body Name	Reach Code (optional)		
5.3.1	Schuylkill River	02040203000100	0	0%
				*For Dioxin and Dioxin-like Compounds, report in grams/year **Range Codes: A=1-10 pounds; B=11-499 pounds; C=500-999 pounds.
1 2 3 4 5 Additional Info		Page 3 of 5		
EPA FORM R PART II. CHEMICAL - SPECIFIC INFORMATION (CONTINUED)		TRI Facility ID Number 1946WFMFCL321RE Toxic Chemical, Category, or Generic Name 1,1,1,2-Tetrachloro-2-fluoroethane		
SECTION 5. QUANTITY OF THE TOXIC CHEMICAL ENTERING EACH ENVIRONMENTAL MEDIUM ON-SITE (Continued)				
		NA	A. Total Release (pounds/year*) (Enter range code** or estimate)	B. Basis of Estimate (Enter code)
5.4-5.5	Disposal to land on-site			
5.4.1	Class I Underground Injection wells	<input type="checkbox"/>	0	
5.4.2	Class II-V Underground Injection wells	<input type="checkbox"/>	0	

Figure 3.34 (Go to Section 5.3 Form Mode)

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[Preferences](#)
[Save](#)
[Close](#)

[Welcome](#)
[My Facilities](#)
[Prepare](#)
[Validate](#)
[Transmit](#)
[Review](#)
[Certify](#)
[eFDP](#)

[CDX Helpdesk Chat](#)

[Select Year](#) | [Select Facility](#) | [Forms](#) | [Chemical Info](#) | **[On-site Release/Disposal](#)** | [On-site Waste Mgmt](#) | [Off-site Transfer](#) | [Source Reduction/Recycling](#) | [Misc Info](#) | [Summary](#)

Discharges to Surface Waters: Summary

(Form R, Part II, Section 5.3)

FIM Facility Pottstown, PA
 1946WFMFCL321RE
 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

In this section, you will need to report estimates of the quantities of the toxic chemical to which your facility directly discharges in to receiving streams or water bodies. Releases due to runoff, including stormwater runoff are also reportable. If you have previously entered data, it is summarized below. To edit or delete a row, click **Edit** or **Delete** in the corresponding row, or you may click **Add** to add a row to the summary table.

If these types of releases are not applicable, select the box below.

Not Applicable ([Should I report zero instead of Not Applicable?](#))

[+ Add](#)

Stream or Water Body Name	NEW Reach Code (optional)	Quantity lbs	Range Code	Basis of Estimate Code	% from Stormwater	Edit Delete
Schuylkill River	02040203000100				%	Edit Delete

Note that if you enter a range code, TRI data tools used by the public will display the midpoint of the range (e.g., 5, 250, or 750 lbs.)

Go To Form Mode
[View Form](#)
[Validate](#)

[← Back](#)
[Index](#)
[Next →](#)

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Test Name	Form R Part II Section 8.9: Production Ratio or Activity Ratio
Test ID	TRI-03.4
Synopsis	Tester selects production ratio or activity ratio on the "Production Ratio or Activity Ratio" page within the TRI-MEweb application for the reporting year 2014.
Prerequisites	A user with a CDX account has logged in to the TRI-MEweb application with access to a certifying official role, a chemical form, and TRIFID.
Role	Preparer or Certifying Official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. After logging into the TRI-MEweb application, select the "Prepare" tab.	The "Select a Reporting Year" page is displayed			
2. Click "Next" (2014 is preselected).	The "Select a Facility" page is displayed.		Figure 3.3	
3. Select the radio button adjacent to one of your test TRIFIDs and click the "Form" sub-tab.	The "Select a Form" page is displayed.		Figure 3.4	
4. Click the radio button adjacent to one of your test forms. Click the "Source Reduction/Recycling" sub-tab under the "Prepare" tab.	The "Source Reduction and Recycling: Introduction" page displays.		Figure 3.35	
5. Click the "Next" button.	The "Non-Production Related Quantities" page displayed.			
6. Select the "No" radio button at the top of the page. Click the "Next" button until the "Production Ratio or Activity Ratio" page is displayed.	The "Production Ratio or Activity Ratio" page is displayed.			

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
7. Verify the information on the "Production Ratio or Activity Ratio" page.	The title of the page is "Production Ratio or Activity Ratio."		Figure 3.36	
	The lead-in text on the page displays as: "Enter a production or activity ratio. This is a ratio comparing current and prior year values for the variable(s) that best reflect the output or outcome of the process(es) in which the EPCRA Section 313 chemical is involved. This ratio puts year-to-year changes in quantities released and managed as waste into the context of production (i.e., have releases increased more than production increased?). If you did not manufacture, process, or otherwise use the reported TRI chemical during the prior reporting year, check the "Not Applicable" box provided."		Figure 3.36	
	"Production Ratio" and "Activity Ratio" radio buttons are displayed.		Figure 3.36	
8. Click the "Go To Form Mode" button.	The "Form R Part II, Section 8.9 and 8.10" page displays.		Figure 3.36	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>9. Verify the lead-in text for "Section 8.9: Production Ratio or Activity Ratio" section within form mode.</p>	<p>The following text displays within section 8.9 in form mode:</p> <p>"This is reported as a ratio, not as a percent (i.e., report 1.25 for a 25% increase, not 125% or 25%). Entering 1.0 equals the same production level as the prior reporting year. Only select Not Applicable if you did not manufacture, process, or otherwise use the reported EPCRA Section 313 chemical during the prior reporting year. "</p>		Figure 3.37	
<p>10. Click the 8.1-8.7 sub-tab under the "Prepare" tab.</p>	<p>The "8.1-8.7 Production-Related Waste Managed" section heading displays on the "Form R Part II, Section 8.1-8.7" page.</p>		Figure 3.37	
<p>11. Click the "View Form" button in the lower right-hand corner.</p>	<p>The Form R style sheet displays.</p>		Figure 3.38	
<p>12. Scroll to Section 8.1-8.7 and verify the style sheet.</p>	<p>The 8.1-8.7 section heading displays as "8.1 – 8.7 Production-Related Waste Managed."</p>		Figure 3.39	
<p>13. Scroll to section 8.9 and verify the style sheet.</p>	<p>A checkbox displays to the left of <input type="checkbox"/> "Production ratio or" <input type="checkbox"/> "Activity ratio (select one and enter value to right."</p>		Figure 3.39	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
14. Click the "X" in the upper right-hand corner of the window to close the Form R style sheet.	The Form R style sheet closes.			
15. Click the section 8.8 sub-tab under the "Prepare" tab (in form mode).	The Form R Part II, Section 8.8 page displays.		Figure 3.40	
	The "Section 8.8 Non-production-related waste managed" section heading displays.		Figure 3.41	
16. Click the "View Form" button.	The Form R style sheet displays.		Figure 3.41	
17. Scroll to section 8.8.	A footnote displays for section 8.8: "*** Includes quantities released to the environment or transferred off-site as a result of remedial actions, catastrophic events, or other one-time events not associated with production processes"		Figure 3.42	
18. Click the "X" in the upper right-hand corner of the window to close the Form R style sheet.	The Form R style sheet closes.			
19. Click the section 8.9-8.10 sub-tab under the "Prepare" tab.	The "Form R Part II, Section 8.9 and 8.10" page displays.		Figure 3.43	
20. Verify the content within section 8.9 "Production Ratio or Activity Ratio."	A "Production ratio or activity ratio" text field displays.		Figure 3.44	



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
	"Production Ratio" and "Activity Ratio" radio buttons display.		Figure 3.44	
	A "Production or Activity Variable(s)" text box displays.		Figure 3.44	
21. Check the "Not Applicable" checkbox within section 8.9.	The production ratio or activity ratio fields and radio buttons are hidden. [Note: If the section has data entered, clicking "Not Applicable" checkbox will display a popup message that says "Are you sure you want to remove data?" Click "Ok" on the popup and the production ratio or activity ratio fields and radio buttons are hidden]		Figure 3.44	
22. Click the "Go To Questionnaire Mode" button.	The "Production Ratio or Activity Ratio" page displays.		Figure 3.44	
23. Un-check the "Not Applicable" checkbox.	The production ratio or activity ratio fields display.		Figure 3.45	

Determination:

Pass [] Fail []

Approved By:

Date:

Time:

TRI-03.4 Screenshots

Figure 3.35 (Click "Source Reduction/Recycling" sub-tab)

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Preferences Save Close

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Select Year | Select Facility | Forms | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Select a Form
FIM Facility Pottstown, PA
1946WFMFCL321RE
Reporting Year 2014

The following is a list of the Reporting Year 2014 chemical forms for this facility. Please select the draft chemical form you would like to begin working with and click **Next**.

Click **Add Form** to create one or more blank chemical forms.

Click **Import Data** to create and pre-populate RY 2013 chemical forms based on your prior year submission(s).

+ Add Form Import Data

Select to proceed	CAS No Cat. Code	Chemical Name	Reporting Year	Form Type	Revision	Validation Status	Form Status
<input checked="" type="radio"/>	000354110	1,1,1,2-Tetrachloro-2-fluoroethane (PDF)	2014	R	No	Not Validated	X Delete
<input type="radio"/>	N150	Dioxin and Dioxin-like Compounds (PDF)	2014	R	No	Passed with Possible Errors	<i>Certified and Sent to USEPA</i> Revise Withdraw

TRI-MEweb Help Area

Regulatory Information

- [Access the TRI Assistance Library](#)
- [More about toxic chemicals and toxic chemical categories](#)
- [More about chemical qualifiers](#)
- [More about truncated chemical name qualifiers](#)
- [Additional instructions](#)

TRI-MEweb User Guide

- [Access the TRI-MEweb User Guide](#)
- [Select a Form](#)
- [TRI-MEweb for RYs 1991-2004](#)

TRI-MEweb Tutorials

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← Back Index Next →
Go To Form Mode View Form Validate

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Figure 3.36 (Production Ratio or Activity Ratio UI Testing)

CDX

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Welcome My Facilities Prepare Validate Transmit Review Certify eFDP

Select Year | Select Facility | Forms | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Production Ratio or Activity Ratio (Form R, Part II, Section 8.9) FIM Facility Pottstown, PA 1946WFMFCL321RE 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Enter a production or activity ratio. This is a ratio comparing current and prior year values for the variable(s) that best reflect the output or outcome of the process(es) in which the EPCRA Section 313 chemical is involved. This ratio puts year-to-year changes in quantities released and managed as waste into the context of production (i.e., have releases increased more than production increased?).

If you did not manufacture, process, or otherwise use the reported TRI chemical during the prior reporting year, check the "Not Applicable" box provided.

Not Applicable

Example Calculation:
EPCRA Section 313 chemical used in the manufacture of refrigerators.

- Refrigerators manufactured by the facility in 2012 = 1000
- Refrigerators manufactured by the facility in 2011 = 800

Production ratio equals $1000/800 = 1.25$
Note: this is reported as a ratio, not as a percent (i.e., report 1.25 for a 25% increase, not 125% or 25%)

Click **Use Wizard** to use the Production Ratio/Activity Ratio Wizard.

Note: If you would like to calculate a weighted average using multiple Production or Activity Variables, select 'Multiple Variable' before clicking **Use Wizard**.

Single Production or Activity Variable Multiple Variables (Weighted Average)

Production Ratio or Activity Ratio: 1.0 equals the same production level as the prior reporting year. NEW Select Metric: Production Ratio Activity Ratio [More on Production Ratio and Activity Ratio](#)

Optional: Include info on production or activity variable(s) used to calculate ratio.

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.37 (Production Ratio or Activity Ratio in Form Mode)

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Change: [Select Year](#) | [Select Facility](#) | [Form](#)
 Part I: [§1-4.4](#) | [§4.5-4.7](#) | [§5](#)
 Part II: [§1-4](#) | [§5](#) | [§5.3](#) | [§6.1](#) | [§6.2](#) | [§7A](#) | [§7B-7C](#) | [§8.1-8.7](#) | [8.8](#) | [§8.9-8.10](#) | [§8.11](#) | [§9.1](#)

Form R Part II, Section 8.9 and 8.10

 FIM Facility Pottstown, PA
 1946WFMFCL321RE
 2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

Section 8.9: Production Ratio or Activity Ratio

This is reported as a ratio, not as a percent (i.e., report 1.25 for a 25% increase, not 125% or 25%). Entering 1.0 equals the same production level as the prior reporting year. Only select Not Applicable if you did not manufacture, process, or otherwise use the reported EPCRA Section 313 chemical during the prior reporting year.

Not Applicable

Production ratio or activity ratio:

 Select Metric: Production Ratio Activity Ratio

Including information in Section 9.1 on your Production or Activity variable(s) provides context for how the Production or Activity Ratio was calculated and may help TRI data users better understand changes in release or other waste management quantities at your facility.

Production or Activity Variable(s):

(e.g., "The variable used to calculate production ratio is: refrigerators produced.")

Section 8.10: Source Reduction Activities and Methods

Report any newly implemented source reduction activity(s) by selecting the applicable code(s) and click on the button to the right of each selected code if you would like to provide optional additional information in Section 8.11.

Not Applicable

Source Reduction Activity 1

Select a Source Reduction Activity ▼

Methods to identify Activity 1

Select a Source Reduction Method ▼

Select a Source Reduction Method ▼

Select a Source Reduction Method ▼

← Back
Index
Next →

[Go To Questionnaire Mode](#)
[View Form](#)
[Validate](#)

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Figure 3.38 (Click "View Form" to Open Stylesheet)



TRI-MEweb Application - Windows Internet Explorer

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Preferences Save Close

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP

CDX Helpdesk Chat

Change: Select Year | Select Facility | Form Part I: §1-4.4 | §4.5-4.7 | §5 Part II: §1-4 | §5 | §5.3 | §6.1 | §6.2 | §7A | §7B-7C | §8.1-8.7 | §8.8 | §8.9-8.10 | §8.11 | §9.1

Form R Part II, Section 8.1-8.7 FIM Facility Pottstown, PA 1946WFMFCL321RE
2014 Form R for 1,1,1,2-Tetrachloro-2-fluoroethane

8.1c) Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	<input type="text"/> <input type="checkbox"/> NA	0 lbs <input type="button" value="Edit"/>	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.1d) Total other off-site disposal or other releases	<input type="text"/> <input type="checkbox"/> NA	0 lbs <input type="button" value="Edit"/>	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.2) Quantity used for energy recovery onsite	<input type="text"/> <input type="checkbox"/> NA	lbs <input type="button" value="Edit"/>	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.3) Quantity used for energy recovery offsite	<input type="text"/> <input type="checkbox"/> NA	NA <input type="button" value="Edit"/>	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.4) Quantity recycled onsite	<input type="text"/> <input type="checkbox"/> NA	lbs <input type="button" value="Edit"/>	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.5) Quantity recycled offsite	<input type="text"/> <input type="checkbox"/> NA	NA <input type="button" value="Edit"/>	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.6) Quantity treated onsite	<input type="text"/> <input type="checkbox"/> NA			
8.7) Quantity treated offsite	<input type="text"/> <input type="checkbox"/> NA	0 lbs <input type="button" value="Edit"/>	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA

Back Index Next

Go To Questionnaire Mode **View Form** Validate

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Figure 3.39 (Section 8 Stylesheet)

TRI Reporting Form - Google Chrome

sinkhole:8080/trimeweb/formXML

	Column A Prior Year (pounds/year*)	Current Reporting Year (pounds/year*)	Column C Following Year (pounds/year*)	Second Following Year (pounds/year*)
8.1 - 8.7 Production-Related Waste Managed				
8.1a	Total on-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	1003	0	0
8.1b	Total other on-site disposal or other releases	2430	0	0
8.1c	Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	252	0	0
8.1d	Total other off-site disposal or other releases			
8.2	Quantity used for energy recovery on-site	NA	NA	NA
8.3	Quantity used for energy recovery off-site	NA	NA	NA
8.4	Quantity recycled on-site	50	0	0
8.5	Quantity recycled off-site	1	0	0
8.6	Quantity treated on-site	NA	NA	NA
8.7	Quantity treated off-site	NA	NA	NA
8.8	Non-production-related waste managed**		0	
8.9	<input type="checkbox"/> Production ratio or <input type="checkbox"/> Activity ratio (select one and enter value to right)		0.2	
8.10	Did your facility engage in any newly implemented source reduction activities for this chemical during the reporting year? If so, complete the following section; if not, check NA.		NA <input type="checkbox"/>	
	Source Reduction Activities (Enter code(s))	Methods to Identify Activity (Enter code(s))	Estimated annual reduction (Enter code(s)) (optional)	

*For Dioxin and Dioxin-like Compounds, report in grams/year

Figure 3.40 (Navigate to Section 8.8 in Form Mode)

8.1-8.7 Production-Related Waste Managed

Because this chemical cannot be treated for destruction, "Not Applicable" will be reported for both on-site and off-site treatment on this TRI chemical's Form R. In addition, metals and metal compounds (including asbestos) cannot be combusted for energy recovery. "Not Applicable" also will be reported for both on-site and off-site energy recovery on this TRI chemical's Form R.

The following table displays the quantities (in pounds) of this TRI chemical managed as waste onsite and offsite for the calendar year, as calculated by TRI-MEweb based on the quantities you provided in earlier portions of the Questionnaire. If you selected any range code in these earlier portions, TRI-MEweb has used the mid-point of the range in these calculations.

If you would like to review how TRI-MEweb calculated a specific value, click [Edit](#) to review TRI-MEweb's calculation.

Column A (Prior Year)	Column B (Current Year)	Column C (Following Year)	Column D (Second Following Year)
8.1a) Total on-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills <input type="text" value="1,003"/> <input type="checkbox"/> NA	1,003 lbs Edit	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.1b) Total other on-site disposal or other releases <input type="text" value="2,430"/> <input type="checkbox"/> NA	2,125 lbs Edit	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.1c) Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills <input type="text" value="252"/> <input type="checkbox"/> NA	0 lbs Edit	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.1d) Total other off-site disposal or other releases <input type="text"/> <input type="checkbox"/> NA	0 lbs Edit	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA
8.2) Quantity used for energy recovery onsite <input type="text"/> <input checked="" type="checkbox"/> NA	NA	<input type="text"/> <input checked="" type="checkbox"/> NA	<input type="text"/> <input checked="" type="checkbox"/> NA
8.3) Quantity used for energy recovery offsite <input type="text"/> <input checked="" type="checkbox"/> NA	NA	<input type="text"/> <input checked="" type="checkbox"/> NA	<input type="text"/> <input checked="" type="checkbox"/> NA
8.4) Quantity recycled onsite <input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA	<input type="text"/> <input type="checkbox"/> NA

Figure 3.41 (Section 8.8 in Form Mode)

Form R Part II, Section 8.8

 ZERO VALUE & FEDERAL BOX CHECKED TEST MASSILLON, VA
 21224ZRVLF41RSB

 2014 Form R for
Section 8.8: Non-production-related waste managed

Did you report on-site releases or disposal or off-site transfers of this TRI chemical that resulted from any of the following:

 Remedial activities, catastrophic events such as earthquakes, fires, or floods, and/or one-time events that were not associated with normal or routine production processes : No Yes

Your reported values for on-site release and disposal and off-site transfers are provided below. Provide the amount of each of the reported values that was a result of remediation activities, catastrophic events, or one-time events that were not associated with normal or routine production processes.

Release, Disposal, or Transfer Description	Reported Value for this Release	Numeric Basis for Normal Production Processes	Non-Production Quantity for this Release
Fugitive or Non-Point Air Emissions (Section 5.1)	C - 500-999 lbs <input type="text" value=""/>	<input type="text" value="750"/>	<input type="text" value="0"/>
Stack or Point Air Emissions (Section 5.2)	55 <input type="text" value=""/>	<input type="text" value="55"/>	<input type="text" value="0"/>
On-site Underground Injection: Class I Wells (Section 5.4.1)	C - 500-999 lbs <input type="text" value=""/>	<input type="text" value="750"/>	<input type="text" value="0"/>
On-site Underground Injection: Class II-V Wells (Section 5.4.2)	B - 11-499 lbs <input type="text" value=""/>	<input type="text" value="250"/>	<input type="text" value="0"/>
On-site Landfills: RCRA Subtitle C (Section 5.5.1A)	A - 1-10 lbs <input type="text" value=""/>	<input type="text" value="5"/>	<input type="text" value="0"/>
On-site Landfills: Other (Section 5.5.1B)	B - 11-499 lbs <input type="text" value=""/>	<input type="text" value="250"/>	<input type="text" value="0"/>
On-site Treatment and Application Farming (Section 5.5.2)	150 <input type="text" value=""/>	<input type="text" value="150"/>	<input type="text" value="0"/>
On-site Surface Impoundment: RCRA Subtitle C (Section 5.5.3A)	200 <input type="text" value=""/>	<input type="text" value="200"/>	<input type="text" value="0"/>
On-site Surface Impoundment: Other (Section 5.5.3B)	2 <input type="text" value=""/>	<input type="text" value="2"/>	<input type="text" value="0"/>
Other Disposal (Section 5.5.4)	720 <input type="text" value=""/>	<input type="text" value="720"/>	<input type="text" value="0"/>

 8.8 Calculated Total:

 Rounding:

 8.8 Total Non-Production Quantity Reported:
[← Back](#) [Index](#) [Next →](#)

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[Go To Questionnaire Mode](#) [View Form](#)

Figure 3.42 (Test Footnote Text)



SECTION 7C. ON-SITE RECYCLING PROCESSES
 NA - Check here if no on-site recycling is applied to any waste stream containing the toxic chemical or chemical category.
 Recycling Methods [Enter 3-character code(s)]

1. 2.

SECTION 8. DISPOSAL OR OTHER RELEASES, SOURCE REDUCTION, AND RECYCLING ACTIVITIES

		Column A Prior Year (pounds/year*)	Column B Current Reporting Year (pounds/year*)	Column C Following Year (pounds/year*)	Column D Second Following Year (pounds/year*)
8.1 - 8.7 Production-Related Waste Managed					
8.1a	Total on-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	1003	1005	0	0
8.1b	Total other on-site disposal or other releases	2430	2127	0	0
8.1c	Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	252	0	0	0
8.1d	Total other off-site disposal or other releases	0	0	0	0
8.2	Quantity used for energy recovery on-site	NA	NA	NA	NA
8.3	Quantity used for energy recovery off-site	NA	NA	NA	NA
8.4	Quantity recycled on-site	50	0	0	0
8.5	Quantity recycled off-site	1	NA	0	0
8.6	Quantity treated on-site	NA	NA	NA	NA
8.7	Quantity treated off-site	NA	NA	NA	NA
8.8	Non-production-related waste managed**		0		
8.9	<input type="checkbox"/> Production ratio or <input type="checkbox"/> Activity ratio (select one and enter value to right)		0.2		
8.10	Did your facility engage in any newly implemented source reduction activities for this chemical during the reporting year? If so, complete the following section, if not, check NA.		NA <input type="checkbox"/>		
	Source Reduction Activities (Enter code(s))	Methods to Identify Activity (Enter code(s))		Estimated annual reduction (Enter code(s)) (optional)	

** Includes quantities released to the environment or transferred off-site as a result of remedial actions, catastrophic events, or other one-time events not associated with production processes

[1](#) [2](#) [3](#) [4](#) [5](#) [Additional Info](#)

TRI Facility ID Number
 21224ZRVL41RSB

Toxic Chemical, Category, or Generic Name
 Copper

Section 8 Comments:

Figure 3.43 (Navigate to Section 8.9 – 8.10 in Form Mode)

Section 8.8: Non-production-related waste managed

Did you report on-site releases or disposal or off-site transfers of this TRI chemical that resulted from any of the following:

 Remedial activities, catastrophic events such as earthquakes, fires, or floods, and/or one-time events that were not associated with normal or routine production processes : No Yes

Your reported values for on-site release and disposal and off-site transfers are provided below. Provide the amount of each of the reported values that was a result of remediation activities, catastrophic events, or one-time events that were not associated with normal or routine production processes.

Release, Disposal, or Transfer Description	Reported Value for this Release	Numeric Basis for Normal Production Processes	Non-Production Quantity for this Release
Fugitive or Non-Point Air Emissions (Section 5.1)	C - 500-999 lbs	750	0
Stack or Point Air Emissions (Section 5.2)	55	55	0
On-site Underground Injection: Class I Wells (Section 5.4.1)	C - 500-999 lbs	750	0
On-site Underground Injection: Class II-V Wells (Section 5.4.2)	B - 11-499 lbs	250	0
On-site Landfills: RCRA Subtitle C (Section 5.5.1A)	A - 1-10 lbs	5	0
On-site Landfills: Other (Section 5.5.1B)	B - 11-499 lbs	250	0
On-site Treatment and Application Farming (Section 5.5.2)	150	150	0
On-site Surface Impoundment: RCRA Subtitle C (Section 5.5.3A)	200	200	0
On-site Surface Impoundment: Other (Section 5.5.3B)	2	2	0
Other Disposal (Section 5.5.4)	720	720	0

8.8 Calculated Total: 0

Rounding: 0

 8.8 Total Non-Production Quantity Reported: 0

Figure 3.44 (Section 8.9 – 8.10 in Form Mode)

Form R Part II, Section 8.9 and 8.10ZERO VALUE & FEDERAL BOX CHECKED TEST MASSILLON, VA
21224RVL41RSB2014 Form R for **Section 8.9: Production Ratio or Activity Ratio**

This is reported as a ratio, not as a percent (i.e., report 1.25 for a 25% increase, not 125% or 25%). Entering 1.0 equals the same production level as the prior reporting year. Only select Not Applicable if you did not manufacture, process, or otherwise use the reported EPCRA Section 313 chemical during the prior reporting year.

 Not ApplicableProduction ratio or activity ratio:

NEW

Select Metric: Production Ratio Activity Ratio

Including information in Section 9.1 on your Production or Activity variable(s) provides context for how the Production or Activity Ratio was calculated and may help TRI data users better understand changes in release or other waste management quantities at your facility.

Production or Activity Variable(s):

(e.g., "The variable used to calculate production ratio is: refrigerators produced.")

Section 8.10: Source Reduction Activities and Methods

Report any newly implemented source reduction activity(s) by selecting the applicable code(s) and click on the button to the right of each selected code if you would like to provide optional additional information in Section 8.11.

 Not Applicable**Source Reduction Activity 1**Select a Source Reduction Activity **Methods to identify Activity 1**Select a Source Reduction Method Select a Source Reduction Method Select a Source Reduction Method

NEW Estimated Annual Reduction for Activity 1 (optional)

Select a Source Reduction Range Code for Source Reduction Activity [X] [← Back](#) [Index](#) [Next →](#)Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02[Go To Questionnaire Mode](#) [View Form](#) [Validate](#)

Figure 3.45 (Production or Activity Ratio in Questionnaire Mode)



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CDX Helpdesk Chat

Select Year | Select Facility | Forms | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Production Ratio or Activity Ratio

ZERO VALUE & FEDERAL BOX CHE CKED TEST MASSILLON, VA
21224ZRVLF41RSB

(Form R, Part II, Section 8.9)

2014 Form R for Copper

Enter a production or activity ratio. This is a ratio comparing current and prior year values for the variable(s) that best reflect the output or outcome of the process(es) in which the EPCRA Section 313 chemical is involved. This ratio puts year-to-year changes in quantities released and managed as waste into the context of production (i.e., have releases increased more than production increased?).

If you did not manufacture, process, or otherwise use the reported TRI chemical during the prior reporting year, check the "Not Applicable" box provided.

Not Applicable

Example Calculation:

EPCRA Section 313 chemical used in the manufacture of refrigerators.

- Refrigerators manufactured by the facility in 2012 = 1000
- Refrigerators manufactured by the facility in 2011 = 800

Production ratio equals $1000/800 = 1.25$

Note: this is reported as a ratio, not as a percent (i.e., report 1.25 for a 25% increase, not 125% or 25%)

Back Index Next

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Go To Form Mode View Form Validate

Test Name

Form R Part II Section 8.10: Source Reduction Activities



Test ID TRI-03.5

Synopsis A user shall select source reduction range codes for source reduction activities and methods on the "Source Reduction Activities" page in questionnaire mode and the "Source Reduction Activities and Methods" page in form mode.

Prerequisites A user with a CDX account has logged in to the TRI-MEweb application with access to a certifying official role, a chemical form, and an associated TRIFID.

Role Preparer or Certifying Official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. Click on "Prepare" tab. Click the "Next" button (2014 is preselected from the reporting year dropdown).	The "Select a Facility" page is displayed.		Figure 3.2, Figure 3.3	
2. Select the radio button adjacent to a test TRIFID. Click the "Forms" sub-tab.	The "Select a Form" page is displayed.		Figure 3.4	
3. Select the radio button adjacent to a test form. Click the "Source Reduction/Recycling" sub-tab. Note that if you have already certified all of your test forms during unrelated testing, you will need to add a new chemical form by clicking the 'Add Form.'	The "Source Reduction and Recycling: Introduction" page is displayed.		Figure 3.46	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>4. Click "Next."</p> <p>Select the "No" radio button at the top of the "Non-Production Related Quantities" page.</p> <p>Click "Next" until you reach the "Source Reduction Activities" page.</p>	<p>The "Source Reduction Activities" page is displayed.</p>			
<p>5. Verify the information on the "Source Reduction Activities" page.</p>	<p>An "Estimated Annual Reduction for Activity 1 (optional)" header displays below the source reduction method drop-down menus.</p>		<p>Figure 3.47</p>	
	<p>The following values are contained within the "Select a Source Reduction Range Code for Source Reduction Activity" drop-down menu:</p> <ul style="list-style-type: none"> • R1 – 100% (elimination of the chemical) • R2 – greater than or equal to 50%, but less than 100% • R3 – greater than or equal to 25%, but less than 50% • R4 – greater than or equal to 15%, but less than 25% • R5 – greater than or equal to 5%, but less than 15% • R6 – greater than 0%, but less than 5% 		<p>Figure 3.47</p>	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>6. Select "W13 – Improved maintenance scheduling, record keeping, or procedures" from the "Source Reduction Activity 1" dropdown.</p> <p>Select "T03 – Materials Balance Audits" from the "Methods to identify Activity 1" dropdown.</p> <p>Select "R3 – greater than or equal to 25%, but less than 50%" from the "Estimated Annual Reduction for Activity 1 (optional)" dropdown.</p>	User entries are retained.		Figure 3.47	
7. Click the "Next" button.	The "Optional Pollution Prevention Information" page is displayed.		Figure 3.47	
8. Click the "View Form" button.	The Form R style sheet displays in a separate pop-up window.		Figure 3.48	
9. Scroll to Section 8.10 within the stylesheet.	An "Estimated annual reduction (Enter code(s)) (optional)" header displays in the style sheet.		Figure 3.49	
	"R3" is displayed in the "Estimated annual reduction (Enter code(s)) (optional)" field.		Figure 3.49	
10. Click the "X" displayed in the upper right-hand corner of the Form R style sheet.	The Form R style sheet pop-up window closes.			
11. Click the "Back" button.	The "Source Reduction Activities" page is displayed.			
12. Click the "Learn More" button that displays	Form R, Part II, Section 8.10		Figure 3.50, Figure	



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>to the right of the "Estimated Annual Reduction for Activity 1 (optional)" dropdown (This is the dropdown from which you selected "R3 – greater than or equal to 25%, but less than 50%."</p>	<p>user guide text displays in a separate pop-up window:</p> <p>"For each Source Reduction Activity reported, you may also provide an estimate of the resulting reduction in the annual amount of the chemical to be managed as waste (i.e., released, recycled, treated, or used for energy recovery). The estimated annual reduction can be calculated as follows:</p> $\frac{(B - A)}{B} \times 100\%$ <p>where:</p> <p>A = estimated amount of the EPCRA Section 313 chemical to be managed as waste in the year after the source reduction activity has been implemented and</p> <p>B = estimated amount of the EPCRA Section 313 chemical that would have been managed as waste had the source reduction activity not been implemented.</p> <p>If you choose to complete this field, the reductions associated with your pollution prevention efforts are featured on EPA's website through the</p>		3.51	



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
	<p>Pollution Prevention Search Tool at www.epa.gov/tri/p2. The estimated annual reduction is reported using range codes.</p> <p>Reporting Tips:</p> <ul style="list-style-type: none">- This estimate is based on the facility's best readily available information at the time the activity is reported and will not necessarily reflect the actual reduction once implementation of the activity is completed.- The estimated annual reduction only accounts for the impact of the particular source reduction activity. For example, if production is expected to double, but chemical quantities are expected to remain constant (when they also would have doubled if not for the source reduction activity), then the estimated annual reduction for the activity is 50%.			
13. Click the "X" located in the upper right-hand corner.	The Form R, Part II, Section 8.10 user guide pop-up window closes.			

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
14. Click the "Go To Form Mode" button on the "Source Reduction Activities" page.	The "Section 8.10 Source Reduction Activities and Methods" section displays on the "Form R Part II, Section 8.9 and 8.10" page.		Figure 3.52, Figure 3.53	
	An "Estimated Annual Reduction for Activity 1 (optional)" header displays.		Figure 3.53	
15. Click the "Go To Questionnaire Mode" button.	The "Production Ratio or Activity Ratio" page displays.		Figure 3.53	
16. Click the "Source Reduction/Recycling" sub-tab under the "Prepare" tab. Verify the text on the "Source Reduction and Recycling: Introduction" page.	The text shall read: "TRI-MEweb will now collect information about source reduction activities and quantities of TRI chemicals managed as waste. Section 8.11 allows you to enter additional optional information for source reduction, recycling, or pollution control activities. For all appropriate questions, report only the quantity, in pounds, of the reported TRI chemical itself (except the Dioxin and Dioxin-like Compounds category, where quantities should be reported in grams). Do not include the weight of water, soil, or other waste constituents. When reporting on the metal category compounds, report only the amount of the metal			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
	<p>portion of the compound when estimating release and other waste management amounts.</p> <p>If any of the sections listed below do not apply to this toxic chemical, you will have the opportunity to indicate "Not Applicable" on the following pages.</p> <p>Section 8.8: Non-Production Related Quantities Section 8 Column A: Prior Year Data Section 8 Column B: Current Year Calculations Section 8 Column C and D: Following Year Estimates Section 8.9: Production Ratio or Activity Ratio Section 8.10: Source Reduction Activities Section 8.11: Optional Pollution Prevention Information</p> <p>To see how the information you report in these sections is presented to the public, click here to view facility's Pollution Prevention (P2) report.</p>			

Determination: Pass [] Fail []

Approved By: _____ Date: _____ Time: _____

TRI-03.5 Screenshots

Figure 3.46 (Select a Form and click "Source Reduction/Recycling" sub-tab)

The following is a list of the Reporting Year 2014 chemical forms for this facility. Please select the draft chemical form you would like to begin working with and click **Next**.

Click **Add Form** to create one or more blank chemical forms.

Click **Import Data** to create and pre-populate RY 2013 chemical forms based on your prior year submission(s).

Select to proceed	CAS No Cat. Code	Chemical Name	Reporting Year	Form Type	Revision	Validation Status	Form Status
<input checked="" type="radio"/>	000109068	2-Methylpyridine (PDF)	2014	R	No	Not Validated	<input type="button" value="X Delete"/>
<input type="radio"/>	N150	Dioxin and Dioxin-like Compounds (PDF)	2014	R	No	Not Validated	<input type="button" value="X Delete"/>

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.47 (Source Reduction Activity 1)

TRI-MEweb Application - Google Chrome
 sinkhole:8080/trimeweb/StartupTRIME
 Logged in as: KYLE PAHOWKA, Alpha Beta Group
 Preferences Save Close
 CDX Helpdesk Chat

Welcome My Facilities **Prepare** Validate Transmit Review Certify eFDP
 Select Year | Select Facility | Forms | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | **Source Reduction/Recycling** | Misc Info | Summary

Source Reduction Activities
 (Form R, Part II, Section 8.10) JLW Houston, TX
7702WJLWXX155BA
2014 Form R for 2-Methylpyridine

Report any source reduction activity that was newly implemented during the reporting year for this chemical by selecting the applicable code(s). Examples of source reduction activities include increasing the purity of raw materials or improving maintenance procedures. Also, select the code(s) indicating the method(s) you used to identify each source reduction activity. Click on the button to the right of each selected code if you would like to provide additional information on the activity and/or the method used to identify the activity.
[Click here for tips on completing this section and for guidance on reporting green chemistry practices.](#)

If you did not initiate any source reduction activity for this chemical during the reporting year, check the "Not Applicable" box.

Not Applicable

Source Reduction Activity 1

W13 - Improved maintenance scheduling, record keeping, or procedures Provide Additional Info (optional)

Methods to identify Activity 1

T03 - Materials Balance Audits Provide Additional Info (optional)

Select a Source Reduction Method ▼

Select a Source Reduction Method ▼

Estimated Annual Reduction for Activity 1 (optional)

R3 - greater than or equal to 25%, but less than 50% Learn More

Select a Source Reduction Range Code for Source Reduction Activity [X]

R1 - 100% (elimination of the chemical)

R2 - greater than or equal to 50%, but less than 100%

R3 - greater than or equal to 25%, but less than 50%

R4 - greater than or equal to 15%, but less than 25%

R5 - greater than or equal to 5%, but less than 15%

R6 - greater than 0%, but less than 5%

Methods to identify Activity 2

Back Index **Next** Go To Form Mode View Form Validate

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2013.02

Figure 4.48 (Click "View Form" button)

The screenshot shows the TRI-ME WEB interface. At the top, it says "Logged in as: KYLE.PAHOWKA, Alpha Beta Group". There are buttons for "Preferences", "Save", and "Close". Below that, there are navigation tabs: "Welcome", "My Facilities", "Prepare", "Validate", "Transmit", "Review", "Certify", and "eFDP". A breadcrumb trail includes "Source Reduction/Recycling". The main heading is "Optional Pollution Prevention Information" with a sub-heading "(Form R, Part II, Section 8.11)". On the right, it shows "JLW Houston, TX 7702WJLWXX155BA" and "2014 Form R for 2-Methylpyridine". The main content area contains instructions on providing optional information, a link for tips, and a list of suggested topics with checkboxes: Source Reduction, Recycling, Energy Recovery, Waste Treatment, General Environmental Management, Methods for Identifying Pollution Prevention Opportunities, and Ways P2 Was Incorporated in Original Process Design. Below the list is a text box for "Other Optional Pollution Prevention Information" with a character count "(4000/4000 Characters remaining.)". At the bottom, there are navigation buttons: "Back", "Index", "Next", "Go To Form Mode", "View Form" (highlighted with a red box), and "Validate".



Figure 4.49 (View Estimated Annual Reduction in Stylesheet)

8.1 - 8.7 Production-Related Waste Managed		(pounds/year*)	(pounds/year*)	(pounds/year*)	(pounds/year*)
8.1a	Total on-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	1	798	1	1
8.1b	Total other on-site disposal or other releases	2	233688	2	2
8.1c	Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	3	0	3	3
8.1d	Total other off-site disposal or other releases	4	.4	4	4
8.2	Quantity used for energy recovery on-site	5	121	5	5
8.3	Quantity used for energy recovery off-site	6	NA	6	6
8.4	Quantity recycled on-site	7	121	7	7
8.5	Quantity recycled off-site	8	NA	8	8
8.6	Quantity treated on-site	9	232	9	9
8.7	Quantity treated off-site	10	4.6	10	10
8.8	Non-production-related waste managed**		NA		
8.9	<input checked="" type="checkbox"/> Production ratio or <input type="checkbox"/> Activity ratio (select one and enter value to right)				
8.10	Did your facility engage in any newly implemented source reduction activities for this chemical during the reporting year? If so, complete the following section; if not, check NA.		NA		
	Source Reduction Activities (Enter code(s))	Methods to Identify Activity (Enter code(s))			Estimated annual reduction (Enter code(s)) (optional)
8.10.1	W13	T03			R3

** For Dioxin and Furans, Complete Reporting Summary
 ** Includes quantities released to the environment or transferred off-site as a result of remedial actions, catastrophic events, or other one-time events not associated with production processes

[1](#) [2](#) [3](#) [4](#) [5](#) [Additional Info](#)

TRI Facility ID Number	7702WJLWXX155BA
Toxic Chemical, Category, or Generic Name	2-Methylpyridine

Section 8. Comments:

Source Reduction	TEST 1
Recycling	TEST 2
Energy Recovery	TEST 3
Waste Treatment	TEST 4
General Environmental Management	TEST 5
Methods for Identifying Pollution Prevention	TEST 6

Figure 3.50 (Click "Learn More" Button to Open User Guide)

CDX
TRI-ME_{WEB} Logged in as: KYLE.PAHOWKA, Alpha Beta Group Preferences Save Close
Welcome My Facilities Prepare Validate Transmit Review Certify eFDP CDX Helpdesk Chat

Select Year | Select Facility | Forms | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Source Reduction Activities

(Form R, Part II, Section 8.10) JLW Houston, TX 7702WJLWXX155BA
2014 Form R for 2-Methylpyridine

Report any source reduction activity that was newly implemented during the reporting year for this chemical by selecting the applicable code(s). Examples of source reduction activities include increasing the purity of raw materials or improving maintenance procedures. Also, select the code(s) indicating the method(s) you used to identify each source reduction activity. Click on the button to the right of each selected code if you would like to provide additional information on the activity and/or the method used to identify the activity.
[Click here for tips on completing this section and for guidance on reporting green chemistry practices.](#)

If you did not initiate any source reduction activity for this chemical during the reporting year, check the "Not Applicable" box.

Not Applicable

Source Reduction Activity 1

W13 - Improved maintenance scheduling, record keeping, or procedures Provide Additional Info (optional)

Methods to identify Activity 1

T03 - Materials Balance Audits Provide Additional Info (optional)

Select a Source Reduction Method

Select a Source Reduction Method

NEW Estimated Annual Reduction for Activity 1 (optional)

R3 - greater than or equal to 25%, but less than 50% **Learn More**

Source Reduction Activity 2

Select a Source Reduction Activity

Methods to identify Activity 2

Select a Source Reduction Method

Select a Source Reduction Method

Select a Source Reduction Method

NEW Estimated Annual Reduction for Activity 2 (optional)

← Back Index Next → Go To Form Mode View Form Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.51 (User Guide Text)

[Show User Guide](#)  

Estimated Annual Reduction

(Form R, Part II, Section 8.10)

For each Source Reduction Activity reported, you may also provide an estimate of the resulting reduction in the annual amount of the chemical to be managed as waste (i.e., released, recycled, treated, or used for energy recovery). The estimated annual reduction can be calculated as follows:

$$\frac{(B - A)}{B} \times 100\%$$

B

where:

- A = estimated amount of the EPCRA Section 313 chemical to be managed as waste in the year after the source reduction activity has been implemented and
- B = estimated amount of the EPCRA Section 313 chemical that would have been managed as waste had the source reduction activity not been implemented.

If you choose to complete this field, the reductions associated with your pollution prevention efforts are featured on EPA's website through the Pollution Prevention Search Tool at www.epa.gov/tri/p2. The estimated annual reduction is reported using range codes.

Reporting Tips:

- This estimate is based on the facility's best readily available information at the time the activity is reported and will not necessarily reflected the actual reduction once implementation of the activity is completed.
- The estimated annual reduction only accounts for the impact of the particular source reduction activity. For example, if production is expected to double, but chemical quantities are expected to remain constant (when they also would have doubled if not for the source reduction activity), then the estimated annual reduction for the activity is 50%.

Figure 3.52 (Go to Form Mode)

CDX logo

TRI-ME WEB

Logged in as: KYLE.PAHOWKA, Alpha Beta Group

Preferences Save Close

CDX Helpdesk Chat

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP

Select Year | Select Facility | Forms | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | Source Reduction/Recycling | Misc Info | Summary

Source Reduction Activities

(Form R, Part II, Section 8.10)

JLW Houston, TX
7702WJLWXX155BA

2014 Form R for 2-Methylpyridine

Report any source reduction activity that was newly implemented during the reporting year for this chemical by selecting the applicable code(s). Examples of source reduction activities include increasing the purity of raw materials or improving maintenance procedures. Also, select the code(s) indicating the method(s) you used to identify each source reduction activity. Click on the button to the right of each selected code if you would like to provide additional information on the activity and/or the method used to identify the activity.
[Click here for tips on completing this section and for guidance on reporting green chemistry practices.](#)

If you did not initiate any source reduction activity for this chemical during the reporting year, check the "Not Applicable" box.

Not Applicable

Source Reduction Activity 1

W13 - Improved maintenance scheduling, record keeping, or procedures Provide Additional Info (optional)

Methods to identify Activity 1

T03 - Materials Balance Audits Provide Additional Info (optional)

Select a Source Reduction Method

Select a Source Reduction Method

NEW Estimated Annual Reduction for Activity 1 (optional)

R3 - greater than or equal to 25%, but less than 50% Learn More

Source Reduction Activity 2

Select a Source Reduction Activity

Methods to identify Activity 2

Select a Source Reduction Method

Select a Source Reduction Method

Select a Source Reduction Method

NEW Estimated Annual Reduction for Activity 2 (optional)

← Back Index Next →

Go To Form Mode View Form Validate

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2013.02

Figure 3.53 (Section 8.10 in Form Mode)

CDX logo

Logged in as: KYLE.PAHOWKA, Alpha Beta Group

Preferences Save Close

CDX Helpdesk Chat

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP

Change: Select Year | Select Facility | Form Part I: \$1-4.4 | \$4.5-4.7 | \$5 Part II: \$1-4 | \$5 | \$5.3 | \$6.1 | \$6.2 | \$7A | \$7B-7C | \$8.1-8.7 | \$8.8 | **\$8.9-8.10** | \$8.11 | \$9.1

Form R Part II, Section 8.9 and 8.10

JLW Houston, TX
7702WJLWX155BA

2014 Form R for 2-Methylpyridine

(e.g., "The variable used to calculate production ratio is: refrigerators produced.")

Section 8.10: Source Reduction Activities and Methods

Report any newly implemented source reduction activity(s) by selecting the applicable code(s) and click on the button to the right of each selected code if you would like to provide optional additional information in Section 8.11.

Not Applicable

Source Reduction Activity 1

W13 - Improved maintenance scheduling, record keeping, or procedures Provide Additional Info (optional)

Methods to identify Activity 1

T03 - Materials Balance Audits Provide Additional Info (optional)

Select a Source Reduction Method

Select a Source Reduction Method

Estimated Annual Reduction for Activity 1 (optional)

R3 - greater than or equal to 25%, but less than 50%

Source Reduction Activity 2

Select a Source Reduction Activity

Methods to identify Activity 2

Select a Source Reduction Method

Select a Source Reduction Method

Select a Source Reduction Method

Estimated Annual Reduction for Activity 2 (optional)

Select a Source Reduction Range Code for Source Reduction Activity [X]

Back Index Next

Go To Questionnaire Mode View Form Validate

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2013.02

Test Name *Form R Part II Section 8.10: Source Reduction Activities – Source Reduction Barriers*

Test ID TRI-03.6

Synopsis A user shall select source reduction barriers on the “Source Reduction Activities” page in questionnaire mode and form mode.

Prerequisites A user with a CDX account has logged in to the TRI-MEweb application with access to a certifying official role, the TRI-MEweb application, and an associated TRIFID.

Role Preparer of Certifying Official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. Click on “Prepare” tab. Click the “Next” button (2014 is preselected from the reporting year dropdown).	The “Select a Facility” page is displayed.		Figure 3.2, Figure 3.3	
2. Select the radio button adjacent to a test TRIFID. Click the “Forms” sub-tab.	The “Select a Form” page is displayed.		Figure 3.4	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>3. Select the radio button adjacent to a test form.</p> <p>Click the "Source Reduction/Recycling" sub-tab.</p> <p>Note that if you have already certified all of your test forms during unrelated testing, you will need to add a new chemical form by clicking the 'Add Form.'</p>	<p>The "Source Reduction and Recycling: Introduction" page is displayed.</p>			
<p>4. Click "Next."</p> <p>Select the "No" radio button at the top of the "Non-Production Related Quantities" page.</p> <p>Click "Next" until you reach the "Source Reduction Activities" page.</p>	<p>The "Source Reduction Activities" page is displayed.</p>			
<p>5. Click the "Not Applicable" check box.</p> <p>Note that a pop-up may appear which reads "Are you sure you want to remove data?" This pop-up will appear if you have previously entered data in Section 8.10. Click "OK" on the pop-up to continue with the script.</p>	<p>All source reduction activity, methods to identify activity, and estimate annual reduction dropdowns disappear and are replaced by a series of "Barriers to Source Reduction" check boxes with accompanying instructional text.</p>			
<p>6. Click the check box next to the first listed barrier to source reduction which reads "Insufficient capital to install new source reduction equipment or implement new source reduction activities/initiatives."</p> <p>Enter "Insufficient capital" in the newly exposed comment box.</p>	<p>"Insufficient capital" displays in the blank text box beneath the "Insufficient capital to install new source reduction equipment or implement new source reduction activities/initiatives" source reduction barrier.</p>		<p>Figure 3.54</p>	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
	The character counter is reduced by 20 characters.		Figure 3.54 Note that the styling of the character counter may vary slightly from Figure 3.54.	
7. Enter "additional source reduction barriers" in the "Other (please describe)" source reduction barrier text box.	The specified text displays in the text box that displays beneath the "Other (please describe)" source reduction barrier.		Figure 3.54	
8. Click "Next" to go to the "Optional Pollution Prevention Information" page. Click the "View Form" button.	The Form R style sheet pop-up window displays.			
9. Scroll to section 8.10.	An "X" displays in the "NA" field for section 8.10.		Figure 3.55	
10. Scroll to the "Section 8 Comments" section.	The source reduction barriers selections in section 8.10 are displayed in rows in the Section 8 comments table.		Figure 3.55	
	The text entered in the source reduction barriers text boxes displays in rows with the associated source reduction barrier.		Figure 3.55	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
11. Click the "X" that displays in the upper right-hand corner of the Form R style sheet pop-up window.	<p>The Form R style sheet window closes and the "Optional Pollution Prevention Information" page displayed.</p> <p>Two editable text boxes that display the source reduction barriers information entered in section 8.10 displays at the bottom of the page.</p>			
12. Click the "Back" button on the "Optional Pollution Prevention Information" page.	<p>The "Source Reduction Activities" page displays.</p>			
13. Check the checkbox for the following source reduction barriers: <ul style="list-style-type: none"> • Require technical information on pollution prevention techniques applicable to specific production processes. • Concern that product quality may decline as a result of source reduction. • Source reduction activities were implemented but were unsuccessful. • Specific regulatory/permit burdens. • Pollution prevention previously implemented - additional reduction does not appear technically or economically feasible. • No known substitutes or alternative technologies. 	<p>A blank text box generates below the specified source reduction barriers.</p>			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
14. Enter the following text in the "Require technical information on pollution prevention techniques applicable to specific production processes" source reduction barrier: "Pollution prevention technical information"	The specified text displays in the "Require technical information on pollution prevention techniques applicable to specific production processes" source reduction barrier.			
	The character counter for the blank text box is updated.			
15. Enter the following text in the "Concern that product quality may decline as a result of source reduction" source reduction barrier: "decline of product quality"	The specified text displays in the "Concern that product quality may decline as a result of source reduction" source reduction barrier.			
	The character counter for the blank text box is updated.			
16. Enter the following text in the "Source reduction activities were implemented but were unsuccessful" source reduction barrier: "unsuccessful implementation of source reduction activities"	The specified text displays in the "Source reduction activities were implemented but were unsuccessful" source reduction barrier.			
	The character counter for the blank text box is updated.			
17. Enter the following text in the "Specific regulatory/permit burdens" source reduction barrier: "specific permit burdens"	The specified text displays in the "Specific regulatory/permit burdens" source reduction barrier.			
	The character counter for the blank text box is updated.			

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
18. Enter the following text in the "Pollution prevention previously implemented - additional reduction does not appear technically or economically feasible" source reduction barrier: "source reduction is not technically or economically feasible"	The specified text displays in the "Pollution prevention previously implemented - additional reduction does not appear technically or economically feasible" source reduction barrier.			
	The character counter for the blank text box is updated.			
19. Enter the following text in the "No known substitutes or alternative technologies" source reduction barrier: "no known substitutes"	The specified text displays in the "No known substitutes or alternative technologies" source reduction barrier.			
	The character counter for the blank text box is updated.			
20. Click the "Go to Form Mode" button on the "Source Reduction Activities" page.	Section 8.10 Source Reduction Activities and Methods displays in form mode.			
21. Verify the information entered in section 8.10	The edits made in questionnaire mode are reflected in section 8.10 in form mode.			
22. Click the "View Form" button.	The Form R Style Sheet pop-up window displays.		Figure 3.56	
23. Scroll to the Section 8 Comments table.	The edits made in form mode and questionnaire mode is reflected in the Section 8 Comments table within the style sheet.		Figure 3.57	



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
24. Click the "X" displayed in the upper right-hand corner of the Form R style sheet.	The Form R Style Sheet pop-up window closes.			
25. Click the "Next" button on the Form R Part II, Section 8.9 and 8.10 page in form mode.	The Form R Part II, Section 8.11 page displays in form mode.			
	The source reduction barriers selected in section 8.10 and the associated text entered in the comment boxes are displayed in a table format.			
26. Modify the text displayed in the comment box by appending the word "test" to the end of each statement.	The text displayed in the "Comment" text box has been modified.			
27. Click the "Go To Questionnaire Mode" button.	The modified text appears in the source reduction barrier text boxes.			
28. Click the "View Form" button.	The Form R Style Sheet pop-up window displays.			
29. Scroll to the Section 8 Comments table.	The modified source reduction barriers text displays within the Section 8 Comments table.			
30. Click the "X" in the upper right-hand corner of the Form R style sheet pop-up window.	The Form R style sheet pop-up window closes.			

Determination: Pass [] Fail []



Approved By: _____

Date: _____

Time: _____

TRI-03.6 Screenshots

Figure 3.54 (Barriers to Source Reduction Comments)

TRI-ME WEB | Logged in as: KYLE.PAHOWKA, Alpha Beta Group | Preferences | Save | Close | CDX Helpdesk Chat

Welcome | My Facilities | **Prepare** | Validate | Transmit | Review | Certify | eFDP

Select Year | Select Facility | Forms | Chemical Info | On-site Release/Disposal | On-site Waste Mgmt | Off-site Transfer | **Source Reduction/Recycling** | Misc Info | Summary

Source Reduction Activities

(Form R, Part II, Section 8.10) | JLV Houston, TX 7702WJLWXX155BA | 2014 Form R for 2-Methylpyridine

Not Applicable

NEW Optional: If you wish, use the checkboxes below to indicate barriers your facility faces with regard to the implementation of source reduction activities. You may also elaborate on these barriers using the text boxes provided beneath each barrier selected. Any information entered below will appear under the heading "P2 Barriers" in Section 8.11 (Optional Pollution Prevention Information).

Barriers to Source Reduction: (included in Section 8.11, Optional Pollution Prevention Information)

- Insufficient capital to install new source reduction equipment or implement new source reduction activities/initiatives.
insufficient capital
(3980/4000 Characters remaining.)
- Require technical information on pollution prevention techniques applicable to specific production processes.
- Concern that product quality may decline as a result of source reduction.
- Source reduction activities were implemented but were unsuccessful.
- Specific regulatory/permit burdens.
- Pollution prevention previously implemented - additional reduction does not appear technically or economically feasible.
- No known substitutes or alternative technologies.
- Other (please describe)
additional source reduction barriers
(3964/4000 Characters remaining.)

← Back | Index | Next → | Go To Form Mode | View Form | Validate

Helpful Links: [USEPA Home](#) | [TRI Program Home](#) | [Reporting Forms and Instructions \(PDF\)](#) | TRI-MEweb Version RY2013.02

Figure 3.55 (View Barriers to Source Reduction Comments in Stylesheet)

TRI Reporting Form - Google Chrome
sinkhole:8080/trimeweb/formXML

8.1c	Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	3	0	3	3
8.1d	Total other off-site disposal or other releases	4	.4	4	4
8.2	Quantity used for energy recovery on-site	5	121	5	5
8.3	Quantity used for energy recovery off-site	6	NA	6	6
8.4	Quantity recycled on-site	7	121	7	7
8.5	Quantity recycled off-site	8	NA	8	8
8.6	Quantity treated on-site	9	232	9	9
8.7	Quantity treated off-site	10	4.6	10	10
8.8	Non-production-related waste managed**		NA		
8.9	<input checked="" type="checkbox"/> Production ratio or <input type="checkbox"/> Activity ratio (select one and enter value to right)		0		
8.10	Did your facility engage in any newly implemented source reduction activities for this chemical during the reporting year? If so, complete the following section; if not, check NA.		NA <input checked="" type="checkbox"/>		
	Source Reduction Activities (Enter code(s))	Methods to Identify Activity (Enter code(s))		Estimated annual reduction (Enter code(s)) (optional)	
8.10.1	NA				

** For Dioxin and Dioxin-like Compounds, report in grams/year
** Includes quantities released to the environment or transferred off-site as a result of remedial actions, catastrophic events, or other one-time events not associated with production processes

[1](#) [2](#) [3](#) [4](#) [5](#) [Additional Info](#)

TRI Facility ID Number
7702WJLWXX155BA

Toxic Chemical, Category, or Generic Name
2-Methylpyridine

Section 8. Comments:

Insufficient capital to install new source reduction equipment or implement new source reduction activities/initiatives.	insufficient capital
Other (please describe)	additional source reduction barriers

Section 9. Comments:

Figure 3.56 (View Barrier to Source Reduction Comments on Stylesheet)

CDX logo

TRI-ME WEB

Logged in as: KYLE.PAHOWKA, Alpha Beta Group

Preferences Save Close

CDX Helpdesk Chat

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP

Change: Select Year | Select Facility | Form Part I: §1-4.4 | §4.5-4.7 | §5 Part II: §1-4 | §5 | §5.3 | §6.1 | §6.2 | §7A | §7B-7C | §8.1-8.7 | §8.8 | §8.9-8.10 | §8.11 | §9.1

Form R Part II, Section 8.9 and 8.10

JLW Houston, TX
7702WJLWX155BA

2014 Form R for 2-Methylpyridine

specific permit burdens

Pollution prevention previously implemented - additional reduction does not appear technically or economically feasible.
source reduction is not technically or economically feasible

No known substitutes or alternative technologies.
no known substitutes

Other (please describe)
additional source reduction barriers

← Back Index Next →

Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions (PDF) | TRI-MEweb Version RY2013.02

Go To Questionnaire Mode **View Form** Validate

Figure 3.57 (Section 8 Comments in Stylesheet)

8.2	Quantity used for energy recovery on-site	5	121	5	5
8.3	Quantity used for energy recovery off-site	6	NA	6	6
8.4	Quantity recycled on-site	7	121	7	7
8.5	Quantity recycled off-site	8	NA	8	8
8.6	Quantity treated on-site	9	232	9	9
8.7	Quantity treated off-site	10	4.6	10	10
8.8	Non-production-related waste managed**		NA		
8.9	<input checked="" type="checkbox"/> Production ratio or <input type="checkbox"/> Activity ratio (select one and enter value to right)		0		
8.10	Did your facility engage in any newly implemented source reduction activities for this chemical during the reporting year? If so, complete the following section; if not, check NA.		NA <input checked="" type="checkbox"/>		
	Source Reduction Activities (Enter code(s))	Methods to Identify Activity (Enter code(s))			Estimated annual reduction (Enter code(s)) (optional)
8.10.1	NA				

** For Dioxin and Dioxin-like Compounds, report in grams/year
 ** Includes quantities released to the environment or transferred off-site as a result of remedial actions, catastrophic events, or other one-time events not associated with production processes

[1](#) [2](#) [3](#) [4](#) [5](#) [Additional Info](#)

TRI Facility ID Number	7702WJLWXX155BA
Toxic Chemical, Category, or Generic Name	2-Methylpyridine

Section 8. Comments:	
Insufficient capital to install new source reduction equipment or implement new source reduction activities/initiatives.	insufficient capital
Require technical information on pollution prevention techniques applicable to specific production processes.	pollution prevention technical information
Concern that product quality may decline as a result of source reduction.	No Comment Provided
Source reduction activities were implemented but were unsuccessful.	unsuccessful implementation of source reduction activities
Specific regulatory/permit burdens.	specific permit burdens
Pollution prevention previously implemented - additional reduction does not appear technically or economically feasible.	source reduction is not technically or economically feasible
No known substitutes or alternative technologies.	no known substitutes
Other (please describe)	additional source reduction barriers
Section 9. Comments:	



Test Name *Form R Part II Section 8.10: Optional Pollution Prevention Information*

Test ID TRI-03.7

Synopsis A user enters and modifies pollution prevention information on the "Optional Pollution Prevention Information" page in questionnaire mode and form mode.

Prerequisites A user with a CDX account has logged in to the TRI-MEweb application with access to a certifying official role, a TRIFID, and a chemical form.

Role Preparer or Certifying Official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. Click on "Prepare" tab. Click the "Next" button (2014 is preselected from the reporting year dropdown).	The "Select a Facility" page is displayed.		Figure 3.2, Figure 3.3	
2. Select the radio button adjacent to a test TRIFID. Click the "Forms" sub-tab.	The "Select a Form" page is displayed.		Figure 3.4	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>3. Select the radio button adjacent to a test form.</p> <p>If you do not see radio buttons, you need to click "add form" and add a chemical. Select a chemical from the "RY 2014" list and click "next."</p> <p>Your chemical will reappear with a radio button to the left of it.</p> <p>(Note that certifying all of your test forms during unrelated testing requires that you add a new chemical form by clicking the 'Add Form.')</p> <p>Click the "Source Reduction/Recycling" sub-tab.</p>	<p>The "Source Reduction and Recycling: Introduction" page is displayed.</p>			
<p>4. Click "Next."</p> <p>Select the "No" radio button at the top of the "Non-Production Related Quantities" page.</p> <p>Click "Next" until you reach the "Optional Pollution Prevention Information" page. (You must click "Next" several times).</p>	<p>The "Optional Pollution Prevention Information" page is displayed.</p>			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>5. Click the "Go to Form Mode" button located in the bottom right corner of the "Optional Pollution Prevention Information" page.</p> <p>Verify the expected results for this step.</p> <p>(Note that clicking on "Go to Form Mode" takes you out of "Questionnaire Mode.")</p>	<p>The following topics are displayed in addition to the "Other optional pollution prevention comment table."</p> <ul style="list-style-type: none"> • Source Reduction • Recycling • Energy Recovery • Waste Treatment • General Environmental Management • Methods for Identifying Pollution Prevention Opportunities • Ways P2 Was Incorporated in Original Process Design • Other Optional Pollution Prevention Information 			
	<p>A checkbox displays with the displayed topics, with the exception of the "Other Optional Pollution Prevention Information" topic.</p>			

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
<p>6. Click the "Source Reduction" check box and enter "source reduction information" in the associated text box.</p> <p>Click the "Recycling" check box and enter "recycling information" in the associated text box.</p> <p>Click the "Energy Recovery" check box and enter "energy recovery information" in the associated check box.</p> <p>Click the "Waste Treatment" check box and enter "waste treatment information" in the associated text box.</p>	<p>The specified text displays in the pollution prevention information topics.</p>		<p>Figure 3.58</p>	
<p>7. Click the "Go To Questionnaire Mode" button"</p>	<p>The section 8.11 "Optional Pollution Prevention Information" page displays in questionnaire mode.</p>		<p>Figure 3.58</p>	
<p>8. Verify the information on the section 8.11 "Optional Pollution Prevention Information" page.</p>	<p>The following pollution prevention information topics that were checked in form mode are also checked in questionnaire mode:</p> <p>Source Reduction Recycling Energy Recovery Waste Treatment</p> <p>Note that the comment box for "Other Optional Pollution Prevention Information" is always displayed.</p>			

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
9. Verify that a character counter is displayed under each text box.	A character counter displays under each text box.			
10. Check the following pollution prevention information topics: <ul style="list-style-type: none"> • General Environmental Management • Methods for Identifying Pollution Prevention Opportunities • Ways P2 Was Incorporated in Original Process Design 	A blank text box generates for the specified pollution prevention information topics.			
11. Enter "general environmental management information" in the text box associated with the "General Environmental Management" pollution prevention information topic. Enter "methods for identifying pollution prevention opportunities information" in the text box associated with the "Methods for Identifying Pollution Prevention Opportunities" pollution prevention information topic. Enter "Ways P2 was incorporated in original process design information" in the text box associated with the "Ways P2 Was Incorporated in Original Process Design" pollution prevention information topic.	The specified text displays in the pollution prevention information text boxes.			
12. Verify the following text displays in the comment text box for the "Other Optional Pollution Prevention Information" topic: "[Use the check boxes to comment on the topics above, or use this text box for information that does not fit under the topics above]"	The specified text displays in the comment text box for the "Other Optional Pollution Prevention Information" topic.			

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
13. Enter "other information" in the text box associated with the "Other Optional Pollution Prevention Information" pollution prevention information topic.	<p>The specified text displays in the pollution prevention information text box.</p> <p>The explanatory text that was previously displayed in the text box is removed upon entering text in the specified text box.</p>			
14. Click the "Go To Form Mode" button.	The Form R Part II, Section 8.11 page displays.			
15. Click the "View Form" button.	The Form R style sheet pop-up window generates.			
16. Scroll to the Section 8 comments table.	The Section 8 Comments table displays within the Form R style sheet.		Figure 3.59	

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
17. Verify the information in the Section 8 Comments table.	<p>The following section 8.11 optional pollution prevention information topics are displayed within the Section 8 Form R comments table:</p> <ul style="list-style-type: none"> • Source Reduction • Recycling • Energy Recovery • Waste Treatment • General Environmental Management • Methods for Identifying Pollution Prevention Opportunities • Ways P2 Was Incorporated in Original Process Design • Other Optional Pollution Prevention Information 		Figure 3.59	
18. Verify the information in the Section 8 Form R Comments table.	<p>The previously entered text in section 8.11 in form mode and questionnaire mode displays in the Form R style sheet.</p>		Figure 3.59	
19. Click the "X" located in the upper right-hand corner of the Form R style sheet pop-up window.	<p>The Form R style sheet pop-up window closes.</p>			
20. Going back to Form R Part II, Section 8.11, Modify the text entered for the "Source Reduction" topic as follows: "source reduction information example"	<p>The text for the "Source Reduction" topic is modified.</p>			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
21. Modify the text entered for the "Recycling" topic as follows: "recycling information example"	The text for the "Recycling" topic is modified.			
22. Modify the text entered for the "Energy Recovery" topic as follows: "energy recovery information example"	The text for the "Energy Recovery" topic is modified.			
23. Modify the text entered for the "Waste Treatment" topic as follows: "waste treatment information example"	The text for the "Waste Treatment" topic is modified.			
24. Modify the text entered for the "General Environmental Management" topic as follows: "general environmental management information example"	The text for the "General Environmental Management" topic is modified.			
25. Modify the text entered for the "Methods for Identifying Pollution Prevention Opportunities" topic as follows: "methods for identifying pollution prevention opportunities information example"	The text for the "Methods for Identifying Pollution Prevention Opportunities" topic is modified.			
26. Modify the text entered for the "Ways P2 Was Incorporated in Original Process Design" topic as follows: "ways P2 was incorporated in original process design information example"	The text for the "Ways P2 Was Incorporated in Original Process Design" topic is modified.			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
27. Modify the text entered for the "Other Optional Pollution Prevention Information" topic as follows: "other information example"	The text for the "Other Optional Pollution Prevention Information" topic is modified.			
28. Click the "Go To Questionnaire Mode" button.	The section 8.11 "Optional Pollution Prevention Information" page displays.			
29. Verify that the comment text for the pollution prevention information topic has been modified.	The comment text for the pollution prevention information topics has been modified.			
30. Click the "View Form" button.	The Form R style sheet pop-up window generates.			
31. Scroll to the Section 8 comments table to verify the modified comment text.	The modified comment text displays in the Section 8 Comments table in the Form R style sheet.			
32. Click the "X" located in the upper right-hand corner of the Form R style sheet pop-up window.	The Form R style sheet pop-up window closes.			

Determination:

Pass [] Fail []

Approved By:

Date:

Time:

TRI-03.7 Screenshots

Figure 3.58 (Enter Optional Pollution Prevention Information and Go to Questionnaire Mode)

TRI-ME WEB
Logged in as: KYLE.PAHOWKA, Alpha Beta Group
Preferences Save Close
CDX Helpdesk Chat

Welcome My Facilities Prepare Validate Transmit Review Certify eFDP
Change: Select Year | Select Facility | Form Part I: §1-4.4 | §4.5-4.7 | §5 Part II: §1-4 | §5 | §5.3 | §6.1 | §6.2 | §7A | §7B-7C | §8.1-8.7 | §8.8 | §8.9-8.10 | §8.11 | §9.1

Form R Part II, Section 8.11 JLW Houston, TX
2014 Form R for [2-Methylpyridine]

Topic	Comment
<input checked="" type="checkbox"/> Source Reduction	source reduction information
<input checked="" type="checkbox"/> Recycling	recycling information
<input checked="" type="checkbox"/> Energy Recovery	energy recovery information
<input checked="" type="checkbox"/> Waste Treatment	waste treatment information
<input type="checkbox"/> General Environmental Management	
<input type="checkbox"/> Methods for Identifying Pollution Prevention Opportunities	

← Back Index Next →
Go To Questionnaire Mode View Form Validate

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Figure 3.59 (Optional Pollution Prevention Information Comments in Stylesheet)

8.1c	Total off-site disposal to Class I Underground Injection Wells, RCRA Subtitle C landfills, and other landfills	3	0	3	3
8.1d	Total other off-site disposal or other releases	4	.4	4	4
8.2	Quantity used for energy recovery on-site	5	121	5	5
8.3	Quantity used for energy recovery off-site	6	NA	6	6
8.4	Quantity recycled on-site	7	121	7	7
8.5	Quantity recycled off-site	8	NA	8	8
8.6	Quantity treated on-site	9	232	9	9
8.7	Quantity treated off-site	10	4.6	10	10
8.8	Non-production-related waste managed**		NA		
8.9	<input checked="" type="checkbox"/> Production ratio or <input type="checkbox"/> Activity ratio (select one and enter value to right)		0		
8.10	Did your facility engage in any newly implemented source reduction activities for this chemical during the reporting year? If so, complete the following section, if not, check NA.		NA <input checked="" type="checkbox"/>		
	Source Reduction Activities (Enter code(s))	Methods to Identify Activity (Enter code(s))		Estimated annual reduction (Enter code(s)) (optional)	
8.10.1	NA				

** For Dioxin and Dioxin-like Compounds, report in grams/year
 ** Includes quantities released to the environment or transferred off-site as a result of remedial actions, catastrophic events, or other one-time events not associated with production processes

[1](#) [2](#) [3](#) [4](#) [5](#) Additional Info

TRI Facility ID Number	7702WJLWXX155BA
Toxic Chemical, Category, or Generic Name	2-Methylpyridine

Section 8. Comments:	
Source Reduction	source reduction information
Recycling	recycling information
Energy Recovery	energy recovery information
Waste Treatment	waste treatment information
General Environmental Management	general environmental management information
Methods for Identifying Pollution Prevention Opportunities	No Comment Provided
Ways P2 Was Incorporated in Original Process Design	No Comment Provided
Other Optional Pollution Prevention Information:	other information

Section 9. Comments:



Test Name Form R Part II Section 9.1: Miscellaneous Information

Test ID TRI-03.8

Synopsis A user enters and modifies miscellaneous information on the "Miscellaneous Information" page in questionnaire mode and form mode.

Prerequisites A user with a CDX account has logged in to the TRI-MEweb application with access to a certifying official role, a chemical form, and an associated TRIFID.

Role Preparer or Certifying official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. Click on "Prepare" tab. Click the "Next" button (2014 is preselected from the reporting year dropdown).	The "Select a Facility" page is displayed.		Figure 3.2, Figure 3.3	
2. Select the radio button adjacent to a test TRIFID. Click the "Forms" sub-tab.	The "Select a Form" page is displayed.		Figure 3.4	
3. Select the radio button adjacent to a test form. Click the "Misc Info" sub-tab. Note that if you have already certified all of your test forms during unrelated testing, you will need to add a new chemical form by clicking the 'Add Form.'	The "Miscellaneous" page is displayed.		Figure 3.60	
4. Verify the information in section 9.1 in questionnaire mode.	The following topics are displayed: - Changes in Production Levels			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
	<ul style="list-style-type: none">- Calculation Methods, e.g., Emission Factors- One-time or Intermittent Events Impacting Reported Quantities- Issues or Difficulties Encountered in Submitting Form- Additional Contact Info- Other Regulatory Requirements related to this chemical- No TRI Reports Expected for this TRIFID Next Year- No TRI Report Expected for this Chemical Next Year- Other Miscellaneous Information			
	A checkbox is associated with all miscellaneous information topics with the exception of the "Other Miscellaneous Information" topic.			
	A text box displays initially for the "Other Miscellaneous Information" topic.			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
5. Check the checkbox for the following miscellaneous information topics: <ul style="list-style-type: none"> • Changes in Production Levels • Calculation Methods, e.g., Emission Factors • One-time or Intermittent Events Impacting Reported Quantities • Issues or Difficulties Encountered in Submitting Form 	A blank text box generates below the selected topics.			
6. Enter "changes in production levels information" in the text box associated with the "Changes in Production Levels" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			
7. Enter "calculation methods e.g., emission factors" in the text box associated with the "Calculation Methods, e.g., Emission Factors" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			
8. Enter "one-time or intermittent events impacting reported quantities" in the text box associated with the "One-time or Intermittent Events Impacting Reported Quantities" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			
9. Enter "issues or difficulties surrounding forms" in the text box associated with the "Issues or Difficulties Encountered in Submitting Form" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			
10. Click the "Go To Form" button.	The "Section 9.1 Miscellaneous Information" page in form mode displays.			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
11. Check the checkbox for the following miscellaneous information topics: <ul style="list-style-type: none">• Additional Contact Info• Other Regulatory Requirements Related to This Chemical• No TRI Reports Expected for this TRIFID Next Year• No TRI Report Expected for this Chemical Next Year	A blank text box displays beneath each miscellaneous information topic.			
12. Verify the following text displays in the "Other Miscellaneous Information" text box: [Use the check boxes to comment on the topics above, or use this text box for information that does not fit under the topics above]	The specified text displays in the "Other Miscellaneous Information" text box.			
13. Click the "Go To Questionnaire Mode" button.	The section 9.1 "Miscellaneous Information" page displays in questionnaire mode.			
14. Enter "additional contact info" in the text box associated with the "Additional Contact Info" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			
15. Enter "other regulatory requirements" in the text box associated with the "Other Regulatory Requirements Related to This Chemical" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			
16. Enter "No TRI reports for this TRIFID next year" in the "No TRI Reports Expected for this TRIFID Next Year" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
17. Enter "no TRI report for this chemical next year" in the "No TRI Report Expected for this Chemical Next Year" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			
18. Enter "other information" in the "Other Miscellaneous Information" miscellaneous information topic.	The specified text displays in the miscellaneous information text box.			
19. Click the "Go To Form Mode" button.	The "Section 9.1: Miscellaneous Information" page in form mode displays.			
20. Verify the information on the "Miscellaneous Information" page.	The text entered in the miscellaneous information text boxes displays in the text boxes on the "Miscellaneous Information" page in form mode.			
21. Click the "View Form" button located in the bottom right corner of the page.	The Form R style sheet pop-up window displays.			
22. Scroll to the "Section 9 Comments" table and verify the contents.	The text that was previously entered in the text boxes displays in the section 9 comments table.		Figure 3.61	
23. Click the "X" located in the upper right-hand corner of the Form R style sheet pop-up window.	The Form R style sheet pop-up window closes.			



Determination:

Pass [] Fail []

Approved By:

Date:

Time:

TRI-03.8 Screenshots

Figure 3.60 (Select Form and Click "Misc Info" sub-tab)

Logged in as: KYLE.PAHOWKA, Alpha Beta Group

[Preferences](#)
[Save](#)
[Close](#)

[Welcome](#)
[My Facilities](#)
[Prepare](#)
[Validate](#)
[Transmit](#)
[Review](#)
[Certify](#)
[eFDP](#)
[CDX Helpdesk Chat](#)

[Select Year](#) | [Select Facility](#) | [Forms](#) | [Chemical Info](#) | [On-site Release/Disposal](#) | [On-site Waste Mgmt](#) | [Off-site Transfer](#) | [Source Reduction/Recycling](#) | [Misc Info](#) | [Summary](#)

Select a Form
Tommy's Facility Fairfax, VA
2000WTMMYS1556F
Reporting Year 2014

The following is a list of the Reporting Year 2014 chemical forms for this facility. Please select the draft chemical form you would like to begin working with and click **Next**.

Click **Add Form** to create one or more blank chemical forms.

Click **Import Data** to create and pre-populate RY 2013 chemical forms based on your prior year submission(s).

[+ Add Form](#)
[Import Data](#)

Select to proceed	CAS No Cat. Code	Chemical Name	Reporting Year	Form Type	Revision	Validation Status	Form Status
<input type="radio"/>	013474889	1,1-Dichloro-1,2,2,3,3-pentafluoropropane (PDF)	2014	R	No	Not Validated	X Delete
<input type="radio"/>	001717006	1,1-Dichloro-1-fluoroethane (PDF)	2014	R	No	Not Validated	X Delete
<input type="radio"/>	000106887	1,2-Butylene oxide (PDF)	2014	R	No	Passed with Possible Errors	<i>Certified and Sent to USEPA</i> Revise Withdraw
<input checked="" type="radio"/>	000106990	1,3-Butadiene (PDF)	2014	R	No	Not Validated	X Delete

[← Back](#)
[Index](#)
[Next →](#)

[Helpful Links: USEPA Home | TRI Program Home | Reporting Forms and Instructions \(PDF\) | TRI-MEweb Version RY2013.02](#)

[Go To Form Mode](#)
[View Form](#)
[Validate](#)

Figure 3.61 (Miscellaneous Information Comments in Stylesheet)

Subtitle C landfills, and other landfills					
8.1d	Total other off-site disposal or other releases	0	NA	0	0
8.2	Quantity used for energy recovery on-site	0	15	0	0
8.3	Quantity used for energy recovery off-site	0	NA	0	0
8.4	Quantity recycled on-site	0	NA	0	0
8.5	Quantity recycled off-site	0	NA	0	0
8.6	Quantity treated on-site	0	NA	0	0
8.7	Quantity treated off-site	0	NA	0	0
8.8	Non-production-related waste managed**		0		
8.9	<input checked="" type="checkbox"/> Production ratio or <input type="checkbox"/> Activity ratio (select one and enter value to right)		1.08		
8.10	Did your facility engage in any newly implemented source reduction activities for this chemical during the reporting year? If so, complete the following section; if not, check NA.		NA <input checked="" type="checkbox"/>		
	Source Reduction Activities (Enter code(s))	Methods to Identify Activity (Enter code(s))		Estimated annual reduction (Enter code(s)) (optional)	
8.10.1	NA				

*For Dioxin and Dioxin-like Compounds, report in grams/year
 ** Includes quantities released to the environment or transferred off-site as a result of remedial actions, catastrophic events, or other one-time events not associated with production processes

[1](#) [2](#) [3](#) [4](#) [5](#) [Additional Info](#)

TRI Facility ID Number	2000WTMMYS1556F
Toxic Chemical, Category, or Generic Name	1,3-Butadiene

Section 8. Comments:

Section 9. Comments:	
Changes in Production Levels	changes in production levels information
Calculation Methods, e.g., Emission Factors	calculation methods e.g, emission factors
One-time or Intermittent Events Impacting Reported Quantities	one-time or intermittent events impacting reported quantities
Issues or Difficulties Encountered in Submitting Form	issues or difficulties surrounding forms
Additional Contact Info	additional contact info
Other Regulatory Requirements Related to this Chemical	other regulatory requirements
No TRI Reports Expected for this TRIFID Next Year	no TRI reports for this TRIFID next year
No TRI Report Expected for this Chemical Next Year	no TRI reports for this Chemical
Other Miscellaneous Information:	other information



Test Name *Part II Section 5: On-site Releases and Disposal*

Test ID TRI-03.9

Synopsis A user verifies section 5 style sheet changes within the Form R style sheet.

Prerequisites A user with a CDX account has logged in to the TRI-ME web application with access to a certifying official role, a chemical form, and an associated TRIFID.

Role Preparer or Certifying Official

Processing Steps	Expected Results	Actual Results	Notes	Issue Number
1. Click on "Prepare" tab. Click the "Next" button (2014 is preselected from the reporting year dropdown).	The "Select a Facility" page is displayed.		Figure 3.2, Figure 3.3	
2. Select the radio button adjacent to a test TRIFID. Click the "Forms" sub-tab.	The "Select a Form" page is displayed.		Figure 3.4	
3. Select the radio button adjacent to a test form and click "Next." Note that if you have already certified all of your test forms during unrelated testing, you will need to add a new chemical form by clicking the 'Add Form.'	The "Change Form Type" page is displayed.			
4. Click the "View Form" button.	The Form R style sheet pop-up window displays.			



Processing Steps	Expected Results	Actual Results	Notes	Issue Number
5. Scroll to section 5.4-5.5 within the style sheet and verify the section headings.	The "5.4-5.5 Disposal to land on-site" header has been moved to precede sections 5.4 and 5.5 within the style sheet.		Figure 3.62	
6. Verify the following section titles: 5.4 – 5.5: Disposal to land on-site 5.4.1: Class I Underground Injection Wells 5.4.2: Class II-V Underground Injection Wells	The section titles are displayed as specified within the Form R style sheet.		Figure 3.62	
7. Click the "X" in the upper right-hand corner of the Form R style sheet pop-up window.	The Form R style sheet pop-up window closes.			

Determination:

Pass [] Fail []

Approved By:

Date:

Time:



TRI-03.9 Screenshots

Figure 3.62

*For Dioxin and Dioxin-like Compounds, report in grams/year
**Range Codes: A=1-10 pounds; B=11-499 pounds; C=500-999 pounds.

1 2 3 4 5 Additional Info

EPA FORM R PART II. CHEMICAL - SPECIFIC INFORMATION (CONTINUED)		TRI Facility ID Number 1946WFMFCL321RE
		Toxic Chemical, Category, or Generic Name 1,1,1,2-Tetrachloro-2-fluoroethane

SECTION 5. QUANTITY OF THE TOXIC CHEMICAL ENTERING EACH ENVIRONMENTAL MEDIUM ON-SITE (Continued)			
	NA	A. Total Release (pounds/year*) (Enter range code** or estimate)	B. Basis of Estimate (Enter code)
5.4-5.5 Disposal to land on-site			
5.4.1 Class I Underground Injection wells	[]	0	
5.4.2 Class II-V Underground Injection wells	[]	0	
5.5.1.A RCRA subtitle C landfills	[]	0	
5.5.1.B Other landfills	[]	0	
5.5.2 Land treatment/application farming	[]	0	
5.5.3A RCRA Subtitle C surface impoundments	[]	0	
5.5.3B Other surface impoundments	[]	0	
5.5.4 Other disposal	[]	0	

SECTION 6. TRANSFER(S) OF THE TOXIC CHEMICAL IN WASTES TO OFF-SITE LOCATIONS	
6.1 DISCHARGES TO PUBLICLY OWNED TREATMENT WORKS (POTWs)	NA [X]

*For Dioxin and Dioxin-like Compounds, report in grams/year
**Range Codes: A=1-10 pounds; B=11-499 pounds; C=500-999 pounds.

1 2 3 4 5 Additional Info

EPA FORM R PART II. CHEMICAL - SPECIFIC INFORMATION (CONTINUED)		TRI Facility ID Number 1946WFMFCL321RE
		Toxic Chemical, Category, or Generic Name 1,1,1,2-Tetrachloro-2-fluoroethane

6.2 TRANSFERS TO OTHER OFF-SITE LOCATIONS		NA []
SECTION 7A. ON-SITE WASTE TREATMENT METHODS AND EFFICIENCY		
[] Not Applicable (NA) - Check here if no on-site waste treatment is applied to any waste stream containing the toxic chemical or chemical category.		
a. General	b. Waste Treatment Method(s) Sequence	c. Waste Treatment