

Registering for eSIPS – State “Preparer” Role

Registering with CDX – There are three ways to start the registration process. If you were a pilot participant, you **DO NOT** need to register again.

1. If you have an existing CDX account, please log-in. **Skip to slide 15.**
2. Use this shortcut registration link for the Preparer Role:
<https://cdx.epa.gov/RegistrationRequest/ConfirmAccount?DataflowRole=101010>
3. Go to <https://cdx.epa.gov/>. Click on “Register with CDX”, accept the “Terms and Conditions”, and search for “esips” as your “active program service”. Select “Preparer” as your role. **Skip to slide 4.**

To create a new account, click on “Create New Account”

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CDX Core CDX Registration [Contact Us](#)

To add the registration information below to your existing profile, log in to CDX.

Registration Information

Program Service	eSIPS - electronic State Implementation Plan Submission
Role	Preparer

Log in to existing account

User ID

Password

[Log In](#) [Create New Account](#)

CDX Help Desk: 888-890-1995 | (970) 494-5500 for International callers

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Read the Terms and Conditions, select “I Accept” and click on the “Proceed” button

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CDX Terms and Conditions

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

Warning Notice

In proceeding and accessing U.S. Government information and information systems, you acknowledge that you fully understand and consent to all of the following:

1. you are accessing U.S. Government information and information systems that are provided for official U.S. Government purposes only;
2. unauthorized access to or unauthorized use of U.S. Government information or information systems is subject to criminal, civil, administrative, or other lawful action;
3. the term U.S. Government information system includes systems operated on behalf of the U.S. Government;
4. you have no reasonable expectation of privacy regarding any communications or information used, transmitted, or stored on U.S. Government information systems;

I Accept
 I Decline

[Proceed](#) [Cancel](#)

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Select your state from the drop down menu. Click on the “Request Role Access” button

The screenshot shows the EPA Core CDX Registration page. At the top, there is a navigation bar with links for Home, About, Recent Announcements, Terms and Conditions, and Help. Below this is a progress indicator with four steps: 1. Program Service (highlighted in green), 2. Role Access, 3. User and Organization, and 4. Confirmation. The main content area is titled 'Registration Information' and contains a table with the following data:

Program Service	electronic State Implementation Plan Submission
Role	Not selected

Below the table, there is a text prompt: "Review the selected role below and provide any required additional information, if applicable." This is followed by a form with a 'Role' field set to 'Preparer' and a 'State *' dropdown menu. At the bottom of the form, there are two buttons: 'Request Role Access' (highlighted in green) and 'Cancel'. The footer contains EPA contact information and a logo.

This screenshot shows the same EPA Core CDX Registration page, but with the 'State *' dropdown menu open. The menu lists the following states: Alabama, Alaska, American Samoa, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Guam, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Marshall Islands, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, and Missouri. The 'Request Role Access' button is highlighted with a red box. The rest of the page content, including the progress indicator and registration information table, remains the same as in the previous screenshot.

Provide User Registration Information

Sample text provided below for demonstration only. Please do not copy.

The screenshot shows a web application interface for CDX Core CDX Registration. At the top, there is a navigation bar with links for Home, About, Recent Announcements, Terms and Conditions, and Help. Below this is a progress indicator with four steps: 1. Program Service, 2. Role Access, 3. User and Organization (the current step), and 4. Confirmation. A 'Registration Information' table is displayed, showing 'Program Service' as 'electronic State Implementation Plan Submission' and 'Role' as 'Preparer'. Below the table, a message states: 'Please fill out all required fields marked with an asterisk(*)'. The main form area is titled 'Part 1: User Information' and contains the following fields:

Field	Value
User ID *	epatinatest
Title *	Ms
First Name *	Tina
Middle Initial	
Last Name *	Chen
Suffix	-Please Select-
Password *	●●●●●●●●
Re-type Password *	●●●●●●●●
Security Question 1 *	What was your childhood nickname?
Security Answer 1 *	nickname
Security Question 2 *	In what city or town was your first job?
Security Answer 2 *	town
Security Question 3 *	What is your least favorite food?
Security Answer 3 *	food

This is a detailed view of the 'Part 1: User Information' form. It includes the following fields and their values:

- User ID ***: epatinatest
- Title ***: Ms
- First Name ***: Tina
- Middle Initial**: (empty)
- Last Name ***: Chen
- Suffix**: -Please Select-
- Password ***: ●●●●●●●●
- Re-type Password ***: ●●●●●●●●
- Security Question 1 ***: What was your childhood nickname?
- Security Answer 1 ***: nickname
- Security Question 2 ***: In what city or town was your first job?
- Security Answer 2 ***: town
- Security Question 3 ***: What is your least favorite food?
- Security Answer 3 ***: food

Organization Information – You can search by Org ID or by Org Name

Enter Org ID and click on “Search”

Part 2: Organization Info

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

15404

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Select from search results

Part 2: Organization Info

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

15404

Org ID	15404
Org Name	EPA 2
Address	1200 PENN AVE
City	WASHINGTON
State	DC
ZIP Code	20460

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

Organization Information – Provide your work email and phone number. When completed, click on “Submit Request for Access”

Part 2: Organization Info

EPA 2
1200 PENN AVE
WASHINGTON, DC, US
20460

Email *

Re-enter Email *

Phone Number * ×

Phone Number Ext

Fax Number

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

Submit Request for Access

Cancel

A few more steps to complete your registration – Look for an email from helpdesk@epacdx.net.

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CDX Confirmation [Contact Us](#)

1. Program Service > 2. Role Access > 3. User and Organization > 4. Confirmation

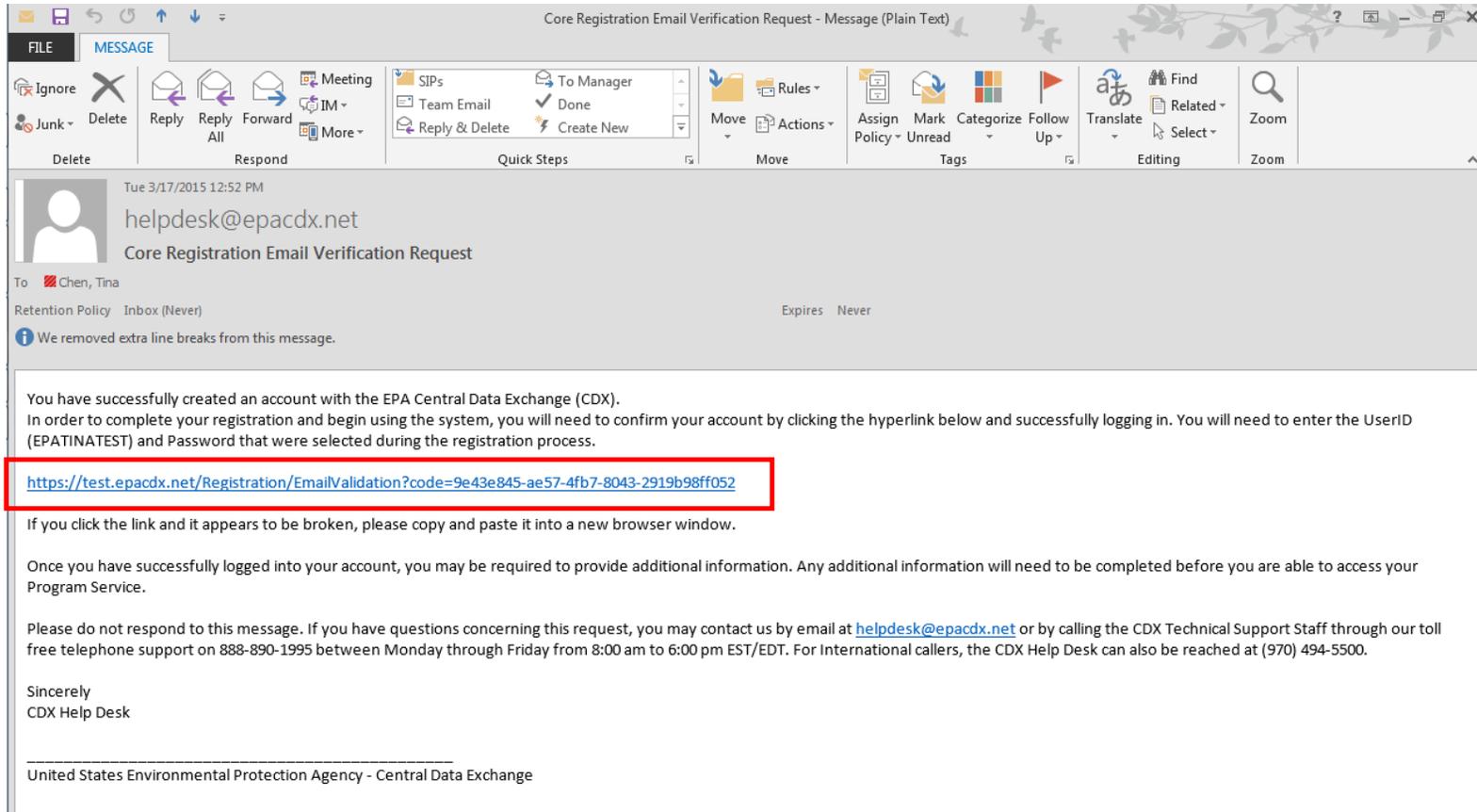
A few more steps...

You will soon receive an email confirmation message (at chen.tina@epa.gov) asking you to follow a link to activate your user account. Follow that link to complete your registration. Please contact the help desk if you have any issues at 888-890-1995 📞 or (970) 494-5500 📞 for International callers.

Confirmation Number: 9e43e845-ae57-4fb7-8043-2919b98ff052

[Return to CDX Home](#)

Click on the link provided in the email to finish your registration. This link can only be used ONCE.



The screenshot shows an email client window titled "Core Registration Email Verification Request - Message (Plain Text)". The interface includes a ribbon with "FILE" and "MESSAGE" tabs, and various action buttons like Ignore, Delete, Reply, Forward, Meeting, IM, More, SIPs, Team Email, Reply & Delete, Create New, To Manager, Done, Move, Actions, Rules, Assign Policy, Mark Unread, Categorize, Follow Up, Translate, Find, Related, Select, and Zoom. The email content is as follows:

Tue 3/17/2015 12:52 PM
helpdesk@epacdx.net
Core Registration Email Verification Request

To: Chen, Tina
Retention Policy: Inbox (Never) Expires: Never

i We removed extra line breaks from this message.

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

<https://test.epacdx.net/Registration/EmailValidation?code=9e43e845-ae57-4fb7-8043-2919b98ff052>

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

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

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

Sincerely
CDX Help Desk

United States Environmental Protection Agency - Central Data Exchange

Log-in with the User ID and Password that you just created

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CDX Central Data Exchange [Contact Us](#)

Log In

User ID

Password

Log In to CDX

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Warning Notice

Warning Notice

In proceeding and accessing U.S. Government information and information systems, you acknowledge that you fully understand and consent to all of the following:

1. you are accessing U.S. Government information and information systems that are provided for official U.S. Government purposes only;
2. unauthorized access to or unauthorized use of U.S. Government information or information systems is subject to criminal, civil, administrative, or other lawful action;
3. the term U.S. Government information system includes systems operated on behalf of the U.S. Government;
4. you have no reasonable expectation of privacy regarding any communications or information used, transmitted, or stored on U.S. Government information systems;
5. at any time, the U.S. Government may for any lawful government purpose, without notice, monitor, intercept, search, and seize any authorized or unauthorized communication to or from U.S. Government information systems or information used or stored on U.S. Government information systems;
6. at any time, the U.S. Government may for any lawful government purpose, search and seize any authorized or unauthorized device, to include

Registration is now complete. You should see the “Preparer” role on your “MyCDX” tab.

EPA will use the “News and Updates” box on the MyCDX page to provide users with important information related to eSIPS.

The screenshot displays the EPA MyCDX Central Data Exchange interface. At the top, the EPA logo and navigation menu are visible. The user is logged in as EPATINATEST. The 'MyCDX' tab is selected, showing a table of services. A red box highlights the 'Preparer' role for the 'eSIPS: electronic State Implementation Plan Submission' service. Another red box highlights the 'News and Updates' section, which currently shows 'No news/updates.'

Status	Program Service Name	Role
	eSIPS: electronic State Implementation Plan Submission	Preparer

Click on “Preparer” to access the eSIPS application. Click on the “Create New Form” button to get started!

The “In Progress” tab will list other forms you have access to. The “Submitted” tab allows you to access a read-only copy of other SIP forms submitted to EPA.

The screenshot shows the EPA CDX Central Data Exchange homepage. The user is logged in as EPATINATEST. The main navigation includes Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The CDX logo and name are prominently displayed. Below the navigation, there are tabs for MyCDX, Inbox, My Profile, and Submission History. The main content area is divided into several sections: a 'Services' table, a 'CDX Service Availability' section, and a 'News and Updates' section. The 'Services' table has columns for Status, Program Service Name, and Role. The 'Role' column for the 'eSIPS: electronic State Implementation Plan Submission' service is highlighted with a red box and contains the text 'Preparer'. Below the table are buttons for 'Add Program Service' and 'Manage Your Program Services'. The footer contains contact information for the CDX Help Desk and links to various resources.

Status	Program Service Name	Role
	eSIPS: electronic State Implementation Plan Submission	Preparer

The screenshot shows the 'eSIPS: Preparer: DC Forms' page. The user is logged in as EPATINATEST. The page displays the organization name and address: EPA (1200 PENNSYLVANIA AVENUE, Mail Code 2251A, WASHINGTON, DC, US 20460). There are tabs for 'In Progress' and 'Submitted'. Below the tabs, it indicates '5 items found; displaying 1 to 5.' and 'Page 1 of 1'. A table lists the forms with columns for Form Name, Status, Created Date, and Last Updated. The 'Create New Form' button is highlighted with a red box.

Form Name	Status	Created Date	Last Updated
MICHAELHART-203399	Complete	10/17/2014 3:13:00 PM	10/17/2014 3:13:00 PM
KDESIPSTEST-193190	Complete	5/1/2014 1:58:35 PM	5/1/2014 4:24:12 PM
RKURTZMAN19TEST2-192961	In-Progress	3/18/2014 4:53:22 PM	3/18/2014 4:53:22 PM
Test eSIP DC 1	Complete	3/18/2014 4:50:25 PM	3/18/2014 4:51:52 PM
RKURTZMAN19TEST2-192760	In-Progress	2/11/2014 9:29:26 AM	2/11/2014 9:29:26 AM

Role Activated - You will receive an email confirmation that your role has been activated by EPA.
Email will be sent from: helpdesk@epacdx.net

CDX Registration Status Change - Message (Plain Text)

FILE MESSAGE

Ignore Delete Reply Reply All Forward Meeting IM More

SIPs To Manager Done Create New

Team Email Reply & Delete

Rules Move Actions

Assign Policy Mark Unread Categorize Tags

Translate Find Related Select

Zoom

Tue 3/17/2015 12:59 PM

helpdesk@epacdx.net

CDX Registration Status Change

To Chen, Tina

Retention Policy Deleted Items (30 days) Expires 4/16/2015

This item will expire in 29 days. To keep this item longer apply a different Retention Policy.

Your Central Data Exchange (CDX) CDX Role has been activated by EPA.

CDX Registration Homepage
<https://test.epacdx.net>

Reminders

- After you have completed registration; to access the eSIPS application, please go to: <https://cdx.epa.gov/>
- Do not share your CDX User ID and Password
- Do not share your CDX account
- All email notifications from be sent from: helpdesk@epacdx.net
 - Please check your spam/junk folders
 - Please save this email address in your contacts list
- If you require technical assistance with your CDX account, you can contact the CDX Help Desk by email or phone: <https://cdx.epa.gov/Help>
- If you have a programmatic question about SIPs or completing the online webform, please contact Mia South, (919) 541-5550, South.Mia@epa.gov
- If you need to deactivate a program role and/or your CDX account, you can do it yourself via the “My Profile” tab or by contacting the CDX Help Desk
 - If you need to deactivate a program role/CDX account for another person, contact the CDX Help Desk

If you already have an existing CDX account; use your existing credentials to log-into CDX. If you require assistance, you can use the self-help links on the homepage or you can contact the [CDX Help Desk](#).

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CDX Central Data Exchange [Contact Us](#)

Log in to CDX

User ID
tinachen

Password
●●●●●●●●

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

[Forgot your Password?](#)
[Forgot your User ID?](#)

[Warning Notice and Privacy Policy](#)

Click on “Add Program Service”

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Logged in as TINACHEN ([Log out](#))

MyCDX Inbox My Profile Reg Maint HelpDesk Submission History

Services		Manage
Status	Program Service Name	Role
	CROMERRTEST: CROMERR Test Sandbox	Development Sandbox
	TRIMEweb: Toxic Release Inventory Made Easy Web	TRI-MEweb
	TRISDX: TRI Data Exchange Viewer	TRI Data Exchange Viewer

Alerts

AutoReg: Recent changes have been made to the Rules of Behavior (RoB). You will be prompted to sign the new RoB electronically when clicking on the Reg Maint tab.
March 06 2015

CDX: Your eSIG-Pin reset code has been issued by the CDX Help Desk and emailed to you. Please check your email to retrieve your reset code. Click [here](#) to reset your eSIG-Pin questions and answers. If you have further questions, please contact the help desk.

CDX Service Availability

[See the status for all program services](#)

News and Updates

No news/updates.

Add Program Service Manage Your Program Services

Enter “esip” into the search box.

Click on eSIPS.

1. Program Service > 2. Role Access > 3. Organization Information

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

Active Program Services List

- ACRES: Assessment Cleanup and Redevelopment Exchange System
- ARCS: Aircraft Reporting and Compliance System
- CEDRI: Compliance and Emissions Data Reporting Interface
- CROMERRLiteTest: CROMERR Lite Testing Utility
- CROMERRS: CROss-Media Electronic Reporting Rule Services
- CROMERRTEST: CROMERR Test Sandbox
- CSPP: Submissions for Chemical Safety and Pesticide Programs
- e-NEPA: NEPA Electronic Filing System
- e-NEPA-II: NEPA Electronic Filing System II
- eNOI: Electronic Notice of Intent for the PGP, 2012 CGP, LEW, and VGP VOTR
- eSIPS: electronic State Implementation Plan Submission
- FOND: Fuel Oil Non-Availability Disclosure
- GLENDa: Great Lakes Environmental Database Query System
- iBoard: EPA Internet On Boarding Application

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CDX Edit Account Profile [Contact Us](#)
Logged in as TINACHEN ([Log out](#))

1. Program Service > 2. Role Access > 3. Organization Information

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

Active Program Services List

 X

eSIPS: electronic State Implementation Plan Submission

Cancel

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Select Role: Preparer

The screenshot shows the EPA CDX Edit Account Profile page. The user is logged in as TINACHEN. The navigation bar includes Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The page title is 'CDX Edit Account Profile'. A progress indicator shows three steps: 1. Program Service (active), 2. Role Access, and 3. Organization Information. The 'Registration Information' section contains a table with the following data:

Program Service	electronic State Implementation Plan Submission
Role	Not selected

Below the table, there is a text instruction: "Select a role from the drop down list and provide any required additional information, if applicable. Any role issues will display in the status below." A 'Select Role' dropdown menu is currently empty. At the bottom of the form, there are two buttons: 'Request Role Access' and 'Cancel'.

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The screenshot shows the EPA CDX Edit Account Profile page with the 'Role' field updated to 'Preparer'. The user is logged in as TINACHEN. The navigation bar and progress indicator are the same as in the previous screenshot. The 'Registration Information' section contains a table with the following data:

Program Service	electronic State Implementation Plan Submission
Role	Preparer

Below the table, there is a text instruction: "Select a role from the drop down list and provide any required additional information, if applicable. Any role issues will display in the status below." The 'Select Role' dropdown menu now displays 'Preparer'. The 'State *' dropdown menu is empty. At the bottom of the form, there are two buttons: 'Request Role Access' and 'Cancel'.

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Select your State and then click on “Request Role Access”

The screenshot shows the EPA CDX 'Edit Account Profile' page. At the top, there is a navigation menu with links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The page title is 'CDX Edit Account Profile' and it indicates the user is logged in as TINACHEN. A progress bar shows three steps: 1. Program Service (completed), 2. Role Access (current step), and 3. Organization Information. Below this, a 'Registration Information' table shows 'Program Service' as 'electronic State Implementation Plan Submission' and 'Role' as 'Not selected'. A text block instructs the user to select a role from a dropdown and provide additional information. The 'Select Role' dropdown is set to 'Preparer' and the 'State *' dropdown is set to 'District of Columbia'. At the bottom of the form, there are two buttons: 'Request Role Access' (highlighted with a red box) and 'Cancel'. The footer contains contact information for the CDX Help Desk and various links, along with the EPA logo.

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CDX Edit Account Profile [Contact Us](#)
Logged in as TINACHEN ([Log out](#))

1. Program Service 2. Role Access 3. Organization Information

Registration Information

Program Service	electronic State Implementation Plan Submission
Role	Not selected

Select a role from the drop down list and provide any required additional information, if applicable. Any role issues will display in the status below.

Select Role

State *

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Select an organization – You can select a current organization or request to add a new one. When completed, click on “Submit Request for Access”

The screenshot shows the EPA CDX 'Edit Account Profile' page. At the top, there is a navigation bar with links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The page title is 'CDX Edit Account Profile' and it indicates the user is logged in as TINACHEN. A progress indicator shows three steps: 1. Program Service, 2. Role Access, and 3. Organization Information. The 'Registration Information' section displays 'Program Service' as 'electronic State Implementation Plan Submission' and 'Role' as 'Preparer'. Below this, there are two radio button options: 'Select a Current Organization' (which is selected and highlighted with a red box) and 'Request to Add an Organization'. A dropdown menu is provided for selecting an organization, with the instruction 'Select an organization from the dropdown list.' A green 'Submit Request for Access' button is located below the dropdown. The footer contains EPA contact information and logos.

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CDX Edit Account Profile [Contact Us](#)
Logged in as TINACHEN ([Log out](#))

1. Program Service > 2. Role Access > 3. Organization Information

Registration Information

Program Service	electronic State Implementation Plan Submission
Role	Preparer

Select a Current Organization
 Request to Add an Organization

Select an organization from the dropdown list.

Submit Request for Access

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Program Service Successfully Added. Click on “Back to MyCDX”

Manage Program Services

Program Service successfully added to EPA. ✕

[Add Program Service](#) [Back to MyCDX](#) [\[Expand All\]](#) [\[Collapse All\]](#)

EPA, 1200 PENN. AVE NW, WASHINGTON, DC, US 20001, (202) 566-0248

- AutoReg: Automating CDX Registration Workflow Via the Web
- CROMERRTEST: CROMERR Test Sandbox
- HELPDESK: CSC Helpdesk
- LEXIS: 3rd Party Validation Test Application
- TRIMEweb: Toxic Release Inventory Made Easy Web
- TRISDX: TRI Data Exchange Viewer

EPA, 1200 PENNSYLVANIA AVENUE, Mail Code 2251A, WASHINGTON, DC, US 20460, (202) 566-0248

- eSIPS: electronic State Implementation Plan Submission

EPA 2, 1200 PENN, WASHINGTON, DC, US 20001, (202) 566-0248

- TRIMEweb: Toxic Release Inventory Made Easy Web

You should now see the Preparer role for eSIPS on your MyCDX tab.

The screenshot displays the EPA MyCDX Central Data Exchange interface. At the top left is the EPA logo and the text "United States Environmental Protection Agency". A navigation bar contains links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. Below this is the "CDX Central Data Exchange" header with a "Contact Us" link and the text "Logged in as TINACHEN (Log out)". A secondary navigation bar includes "MyCDX", "Inbox", "My Profile", "Reg Maint", "HelpDesk", and "Submission History".

The main content area is divided into two sections: "Services" and "Alerts".

Services Section: A table with columns for Status, Program Service Name, and Role. The table lists four services:

Status	Program Service Name	Role
	CROMERRTEST: CROMERR Test Sandbox	Development Sandbox
	eSIPS: electronic State Implementation Plan Submission	Preparer
	TRIMEweb: Toxic Release Inventory Made Easy Web	TRI-MEweb
	TRISDX: TRI Data Exchange Viewer	TRI Data Exchange Viewer

The row for "eSIPS: electronic State Implementation Plan Submission" with the role "Preparer" is highlighted with a red border.

Alerts Section: Contains two alerts:

- AutoReg:** Recent changes have been made to the Rules of Behavior (RoB). You will be prompted to sign the new RoB electronically when clicking on the Reg Maint tab. (March 06 2015)
- CDX:** Your eSIG-Pin reset code has been issued by the CDX Help Desk and emailed to you. Please check your email to retrieve your reset code. Click [here](#) to reset your eSIG-Pin questions and answers. If you have further questions, please contact the help desk.

At the bottom right, there is a green button labeled "CDX Service Availability".

Role Activated by EPA - You will receive an email confirmation that your role has been activated. Email will be sent from: helpdesk@epacdx.net

CDX Registration Status Change - Message (Plain Text)

FILE MESSAGE

Ignore Delete Reply Reply All Forward More Meeting IM

SIPs To Manager Done Create New Team Email Reply & Delete

Rules Move Actions Assign Mark Categorize Follow Up Policy Unread Tags

Find Related Select Translate Zoom

Tue 3/17/2015 6:42 PM

helpdesk@epacdx.net

CDX Registration Status Change

To Chen, Tina

Retention Policy Inbox (Never) Expires Never

Your Central Data Exchange (CDX) CDX Role has been activated by EPA.

CDX Registration Homepage
<https://test.epacdx.net>

Click on “Preparer” to access the eSIPS application. Click on the “Create New Form” button to get started!

The “In Progress” tab will list other forms you have access to. The “Submitted” tab allows you to access a read-only copy of other SIP forms submitted to EPA.

The screenshot shows the EPA Central Data Exchange (CDX) homepage. The header includes the EPA logo and navigation links: Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The main content area is titled 'CDX Central Data Exchange' and includes a 'Logged in as TINACHEN (Log out)' notification. Below the header, there are navigation tabs: MyCDX, Inbox, My Profile, Reg Maint, HelpDesk, and Submission History. The main content is divided into two sections: 'Services' and 'Alerts'. The 'Services' section has a 'Manage' button and a table with columns for Status, Program Service Name, and Role. The 'Alerts' section contains two messages: one about 'AutoReg' and another about 'CDX' eSIG-Pin reset codes. The 'Preparer' link in the Services table is highlighted with a red box.

Status	Program Service Name	Role
	CROMERRTEST: CROMERR Test Sandbox	Development Sandbox
	eSIPS: electronic State Implementation Plan Submission	Preparer
	TRIMEweb: Toxic Release Inventory Made Easy Web	TRI-MEweb
	TRISDX: TRI Data Exchange Viewer	TRI Data Exchange Viewer

The screenshot shows the eSIPS Preparer interface. The header includes navigation tabs: MyCDX, Inbox, My Profile, Reg Maint, HelpDesk, and Submission History. The main content area is titled 'eSIPS: Preparer: DC Forms' and includes the organization information: EPA (1200 PENNSYLVANIA AVENUE, Mail Code 2251A, WASHINGTON, DC, US 20460). Below the header, there are navigation tabs: In Progress and Submitted. The main content is a table with columns for Form Name, Status, Created Date, and Last Updated. The 'Create New Form' button is highlighted with a red box.

Form Name	Status	Created Date	Last Updated
MICHAELHART-203399	Complete	10/17/2014 3:13:00 PM	10/17/2014 3:13:00 PM
KDESIPSTEST-193190	Complete	5/1/2014 1:58:35 PM	5/1/2014 4:24:12 PM
RKURTZMAN19TEST2-192961	In-Progress	3/18/2014 4:53:22 PM	3/18/2014 4:53:22 PM
Test eSIP DC 1	Complete	3/18/2014 4:50:25 PM	3/18/2014 4:51:52 PM
RKURTZMAN19TEST2-192760	In-Progress	2/11/2014 9:29:26 AM	2/11/2014 9:29:26 AM

Reminders

- After you have completed registration; to access the eSIPS application, please go to: <https://cdx.epa.gov/>
- Do not share your CDX User ID and Password
- Do not share your CDX account
- All email notifications from be sent from: helpdesk@epacdx.net
 - Please check your spam/junk folders
 - Please save this email address in your contacts list
- If you require technical assistance with your CDX account, you can contact the CDX Help Desk by email or phone: <https://cdx.epa.gov/Help>
- If you have a programmatic question about SIPs or completing the online webform, please contact Mia South, (919) 541-5550, South.Mia@epa.gov
- If you need to deactivate a program role and/or your CDX account, you can do it yourself via the “My Profile” tab or by contacting the CDX Help Desk
 - If you need to deactivate a program role/CDX account for another person, contact the CDX Help Desk