Engines and Vehicles – Compliance Information System (EV-CIS)

Production Volume Reporting Module Updates:

Industries to be Added in January 2022 for Model Year 2021 Reporting

All-Terrain Vehicles, Heavy-Duty Tractors & Vocational Vehicles, Large Spark-Ignition Engines, Marine Compression-Ignition Engines, Marine Spark-Ignition Engines, Off-Highway Motorcycles, On-Highway Electric Motorcycles, **On-Highway Motorcycles**, Small Spark-Ignition Engines, Snowmobiles

Informational Meeting
December 1, 2021

Note: This presentation does not apply to the following industries:

- *Locomotives and Nonroad Compression-Ignition Engines* will be added to the new production volume reporting module sometime in calendar year 2022 in time for model year 2022 reporting. Timing and information about these industries will be communicated as soon as it is available*

- *Light-Duty Vehicles & Trucks and Heavy-Duty Highway Class 2b/3 Vehicles do not have plans to be incorporated into the new PV reporting module at this time*

*On-Highway Motorcycles which was previously included with the industries that would be incorporated into the new PV Reporting module in time for MY 2022 reporting will now be included with the January 2022 release in time for MY 2021 reporting.

Agenda

- What's Happening

- Production Volume (PV) Reporting Module Changes

- Demonstration and Screenshots

- Testing & Deployment Information

- Contact Information & Resources

- Questions

What's Happening?

- Beginning January 10, 2022 (with a possible backup date of January 24, 2022), the following additional industries will be incorporated into the new EV-CIS PV Reporting module* in time to submit model year 2021 production volume reports:

-All-Terrain Vehicles (Part 1051)

-Heavy-Duty Vehicles GHG Phase II (Part 1037)

-Large Spark-Ignition Engines (Part 1048)

-Marine Compression-Ignition Engines (Part 1042)

-Marine Spark-Ignition Engines (Part 1045)

-Off-Highway Motorcycles (Part 1051)

-On-Highway Electric Motorcycles (Part 86)

-**On-Highway Motorcycles (Part 86)**+

-Small Spark-Ignition Engines (Part 1054)

-Snowmobiles (Part 1051)

*The new PV Reporting module was originally released in November 2020 to unify and streamline the PV reporting process across all industries. The first release only supported Heavy-Duty Engines (Phase I and II).

+On-Highway Motorcycles will now be one of the industries incorporated into the new PV Reporting module in January 2022.

What's Happening?

- Prior to January 10, 2022*, you do not need to submit any <u>model year 2021</u> PV reports for any of the newly added industries using legacy PV reporting methods since all model year PV 2021 reports will need to be resubmitted to the new module once it is available

*Backup date of January 24, 2022

What's Happening?

- Beginning January 10, 2022 (with a possible backup date of January 24, 2022), any corrections/updates to <u>pre-model year 2021</u> PV reports for the newly added industries will also need to be submitted to the new PV Reporting module*

  - The legacy PV reporting methods will be decommissioned for these industries

  - The first time a correction/update for a pre-model year 2021 report is needed, it will be created using the "Create Submission" button as if it is a new report

  - Any subsequent corrections/updates for the same pre-model year 2021 report can be made using the "Revise" or "Edit" option (depending on the status of the report)

* Corrections to Model Year 2020 and earlier Heavy-Duty Vehicle GHG Phase I PV reports will be submitted using the link at the bottom of the PV Reporting Home screen

PV Reporting Changes- Home Screen

- The Production Volume Home screen shows all PV reports for all model years created by any users for your Manufacturer Code

  - The list will initially be filtered to only display reports for the industry selected when clicking the Submit Compliance Information button on EV-CIS Home

  - To further filter the list of displayed PV reports, type additional text in the Search box separated by spaces

  - To display PV reports for a different industry, clear the auto-populated industry from the Search box and begin typing the desired industry name

  - To display PV reports for all industries, clear the auto-populated industry from the Search box

  - Any user can view or edit any report, regardless of who initially created it (unless another user is currently editing it in which case it will be locked)

PV Reporting Changes- Home Screen

- Click the "Create Submission" button to create a new PV report
- After clicking the "Next" button on the Report Setup screen, the report will automatically be saved as a pending report after which the following fields can no longer be revised:
  - Industry, Report Type, Model Year
  - If any of these fields are entered incorrectly, delete the pending report and create a new one
- Pending reports can continue to be updated using the "Edit" option in the "Actions" column until they have been submitted
- Once a report has been submitted, it can be updated using the "Revise" option in the "Actions" column

PV Reporting Changes- Report Description

- The Contact(s) drop-down list on the Report Description screen will only include contacts from the EV-CIS Manufacturer Information module that have an active combination of:
  - The applicable PV report Industry; <u>and</u> a Compliance Program of "Production Volume"
- If the correct contact is not included in the drop-down list for a PV report, exit the PV module and click on "Maintain Manufacturer Information" on EV-CIS Home to either add a new contact or update an existing contact to include the required combination of Industry and Compliance Program
  - Note- There may be a small delay until the additional contact appears in the Contact(s) drop-down list in the PV reporting module while the update is being processed by EV-CIS

PV Reporting Changes- Report Details

- All certified families (and models if applicable) will be auto-populated on the Report Details screen so that required production volumes can be entered*

  - A report can only be submitted to EV-CIS after all required production volumes have been entered

  - Incomplete reports can be saved as pending reports

  - Note- All industries being added in January 2022 report production volumes at the family-level except for On-Highway Motorcycles which report at the model-level and Heavy-Duty Vehicles which report at the vehicle level

* *Heavy-Duty Vehicle GHG Phase II PV report details are contained in an attached CSV file which is not loaded onto the Report Details screen*

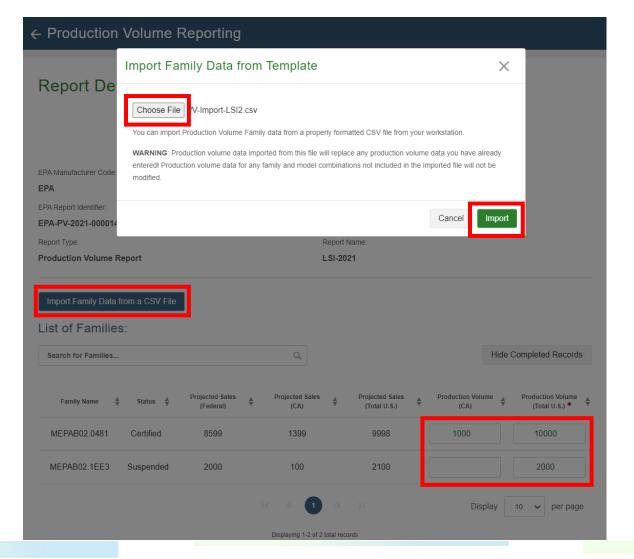# PV Reporting Changes- Report Details Data Import

- Production volume data can be imported onto the Report Details screen from a properly formatted CSV template in lieu of manually entering the data onto the screen*
  - The correct CSV template must be used for the applicable industry (i.e., Family-level reporting industries, Heavy-Duty Engines, or On-Highway Motorcycles)
  - Any rows of the CSV that do not match certified data will not be imported
  - Any rows of the CSV will overwrite any previously-entered data already entered on the user interface for the same family/model
  - Data entered on the user interface that does not match a row of the CSV file will not be modified after importing a CSV file
- Upon clicking the Review & Confirm button, any imported data will undergo the same validation as data that was manually entered

Except for Heavy-Duty Vehicles which must attach a CSV file which is not loaded onto the Report Details screen

PV Reporting Changes- Data Import

To import data from a CSV file:

1. Click the "Import Family Data from a CSV File" button
2. Click the "Choose File" button and browse for and select the CSV file
3. Click the "Import" button
4. If there is a problem with your CSV file, an error will be displayed. Otherwise, data in your CSV file that matches certified families on the Report Details screen will be imported

Note that some production volume values have already been entered on the screen in this example before importing any data from the CSV file
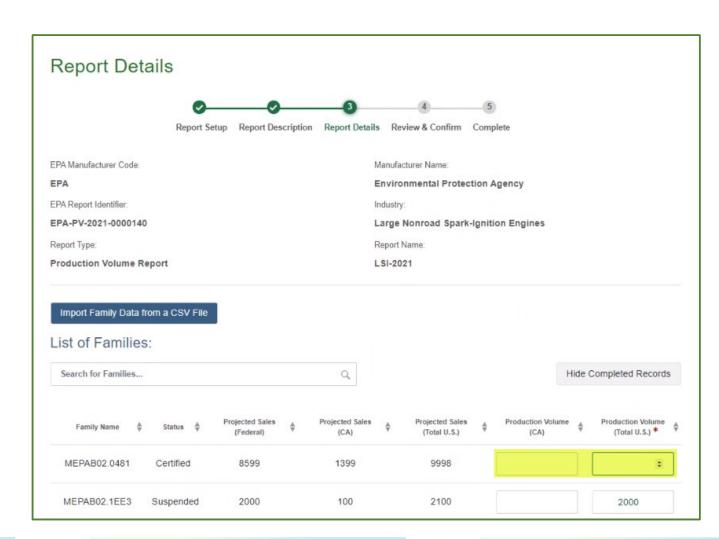
PV Reporting Changes- Data Import

Example of CSV template for a family-level reporting industry (i.e., ATV, electric-MC, LSI, MCI, MSI, Off-HMC, SSI, Snowmobiles):

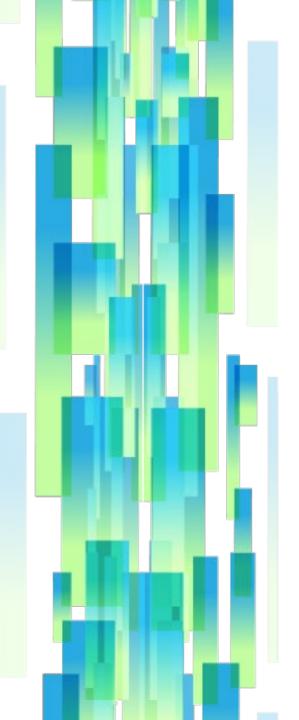|	A	B	C	D
1	# This is a template for importing Production Volume Report data for the industries that report production volumes at the family-level.			
2	# Family-level reporting industries include: All-Terrain Vehicles, Electric-Motorcycles, Large Spark-Ignited Engines, Marine Compression-Ignition Engines, Marine Spark-Ignition Engines, Off-Highway Motorcycles, Small Spark-Ignition Engines, Snowmobiles).			
3	# Make sure your file is saved in CSV format before uploading it to the screen.			
4	#			
5	# Items in the CSV file must be separated by a comma. Non-USA users should check their files to be certain that some other character was not used by their computer as the item separator.			
6	# In some cases, the user may wish to change the default list separator character in Windows. (Start | Settings | Control Panel | Regional and Language Options | Customize | List Separator)			
7	# Any row that starts with a '#' in the first column will be ignored			
8	# See examples below.			
9	#			
10	# Model Y	Family Name	Production	Production Volume (Total U.S.)
11	# PV-1	PV-2	PV-10	PV-11
12	#**Requir	**Required**	**Optiona	**Required**
13	#			
14	2021	MEPAB02.0481	1001	10001
15	2021	MEPAB02.1EE4	5	500
16	2021	MEPAB02.0481		
17	#2021	MEPAB02.1EE3	101	2202
18	#			
19	# Note: Row 14 will be imported since the Family Name matches one of the certified families on the PV Report Details screen, overwriting the data that was previously entered for the same Family Name.			
20	# Note: Row 15 will NOT be imported since the Family Name does not match any of the certified families on the PV Report Details screen (the correct family is included in row 17 which is commented out).			
21	# Note: Row 16 will be imported overwriting the data that was just imported for the same Family Name in row 14.			
22	# Note: Row 17 will NOT be imported since it is commented out with the "#" at the beginning of the row, even though it matches one of the certified families on the PV Report Details screen.			
23	# Note: Production volume data entered on the PV Report Details Screen for any certified families that are not included in the active CSV data rows above will not be modified after uploading this CSV file.			
24				

PV Reporting Changes- Data Import

For this example, the values highlighted in yellow are the only ones that were modified as a result of importing the CSV file on the previous slide

- The values for MEPAB02.0481 were updated twice due to the duplicate family name in rows 14 and 1 (first the values of 1,000 and 10,000 that were already on the screen were replaced with 1,001 and 10,001 from the first record in the CSV file for this family and then those values were deleted since they were blank in the second record for this family)

- The values for MEPAB02.1EE3 entered on the screen were not updated since there is not an active row in the CSV file for this family

Report Details

Report Setup — Report Description — Report Details — Review & Confirm — Complete

EPA Manufacturer Code:	Manufacturer Name:
EPA	Environmental Protection Agency
EPA Report Identifier:	Industry:
EPA-PV-2021-0000140	Large Nonroad Spark-Ignition Engines
Report Type:	Report Name:
Production Volume Report	LSI-2021

Import Family Data from a CSV File

List of Families:

Search for Families...

Hide Completed Records

Family Name	Status	Projected Sales (Federal)	Projected Sales (CA)	Projected Sales (Total U.S.)	Production Volume (CA)	Production Volume (Total U.S.) *
MEPAB02.0481	Certified	8599	1399	9998		
MEPAB02.1EE3	Suspended	2000	100	2100		2000

PV Reporting Changes- Small SI Industry Only

- 1054.801 establishes a Small SI small volume manufacturer threshold of 25,000 handheld engines or 10,000 nonhandheld engines
- For each Small SI PV report submission, EV-CIS will calculate the total production volume for handheld families and for nonhandheld families
  - If the small volume manufacturer threshold is exceeded for either handheld or nonhandheld engines, PV warning business rules will state that the manufacturer will no longer qualify as a small volume manufacturer for the exceeded family category (i.e., handheld, nonhandheld, or both)
  - New business rules for Small SI certification application datasets and Requests for Certificates will not allow the Small Volume Manufacturer Indicator to equal "Yes" in future model years if the small volume manufacturer threshold was exceeded for the same family category in a PV report for any previous model year
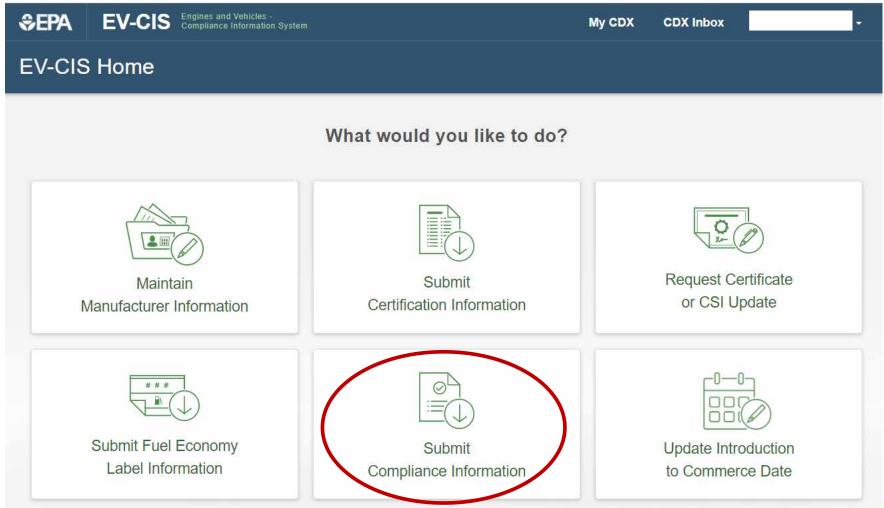
Demonstration & Screenshots

MyCDX*

Use the "Submitter" role to access EV-CIS in order to have the ability to edit Production Volume reports. The CAO and CROMERR Signer roles will only be able to view PV reports

CDX Central Data Exchange

| MyCDX | Inbox | My Profile | Role Sponsorship | Submission History | Payn |

Services   ⚙ Manage

Status	Program Service Name	Role
👤	EV-CIS: Engines and Vehicles - Compliance Information System	Company Approving Official (CAO)
👤	EV-CIS: Engines and Vehicles - Compliance Information System	CROMERR Signer
👤	EV-CIS: Engines and Vehicles - Compliance Information System	Submitter

EV-CIS Home*

*Screen may vary across industries

Click the "Submit Compliance Information" button on EV-CIS Home to view all the applicable compliance reporting requirements for the selected industry (including Production Volume)

Compliance Reporting Home*

Screen may vary across industries

The "Production Volume" button on Compliance Reporting Home will now link to the new PV Reporting module for all industries added in this release

PV Reporting Home (Submission History)

Click the "Create Submission" button to create a PV report for a new model year or to create a correction to a pre-MY2021 report (see below for for HD Vehicles)

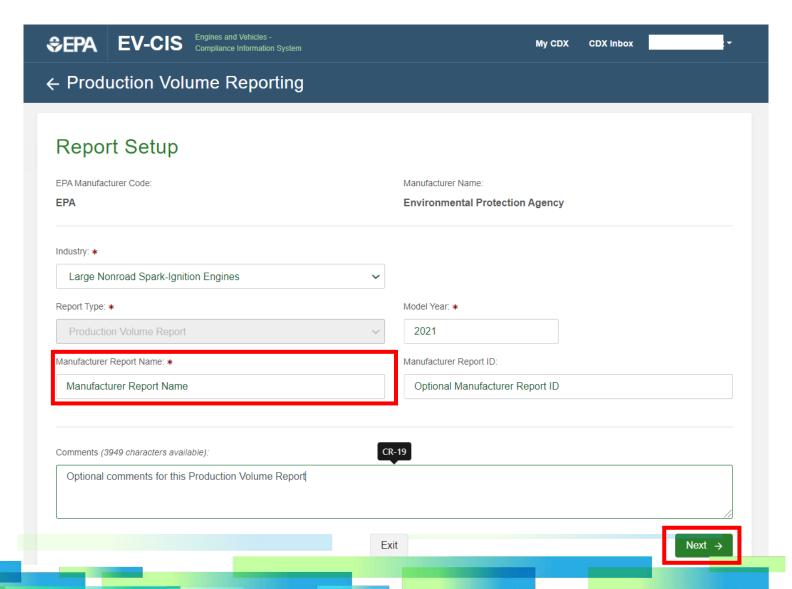The "HD Vehicle GHG Phase I PV Reporting" button will be used to submit corrections to pre-MY2021 HDV reports

Initially, all PV reports submitted by any user for the manufacturer and selected industry will be displayed. Type additional text in the Search box to filter which PV reports are displayed

Click the "Select" button and then "Revise", "History", or "View" for submitted reports or "Edit", "History", or "Delete" for pending reports
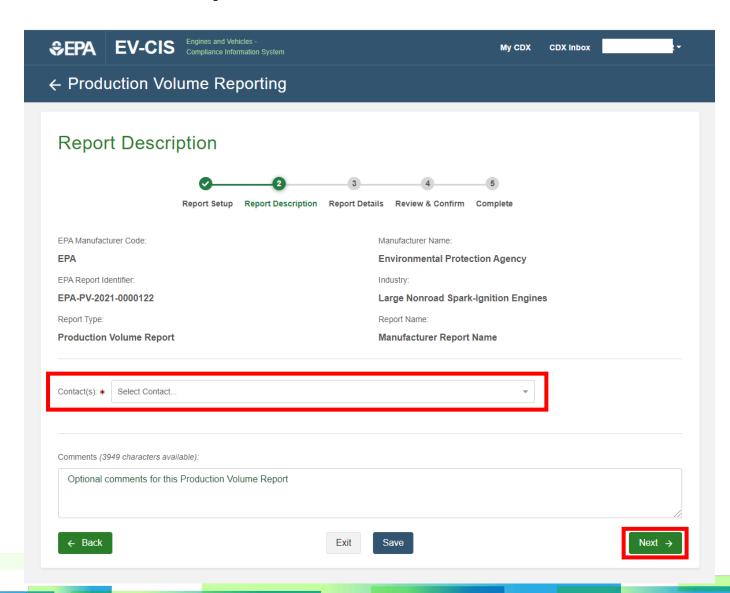
PV Report Setup

Enter a unique **Manufacturer Report Name** for this PV report. A warning business rule will display on the Review & Confirm screen if the same Manufacturer Report Name already exists for a different PV report for the same model year

When creating a new report, clicking the "Next" button on the Report Setup screen will lock the Industry, Report Type, and Model Year fields so they cannot be modified. If any of these are entered incorrectly, delete the pending report and create a new one.
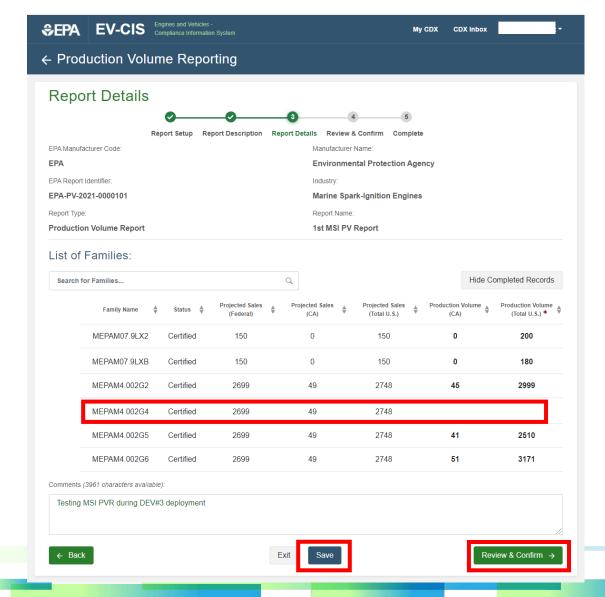
PV Report Description

Select applicable Contact(s) for this PV Report. If the correct Contact is not included in the drop-down list, go to Maintain Manufacturer Information and add the applicable Industry and Compliance Program of "Production Volume" combination to the applicable Contact

Click the "Next" button to proceed to the Report Details screen

PV Report Details

This report cannot be submitted until all the required production volumes have been entered for all families included on the Report Details screen
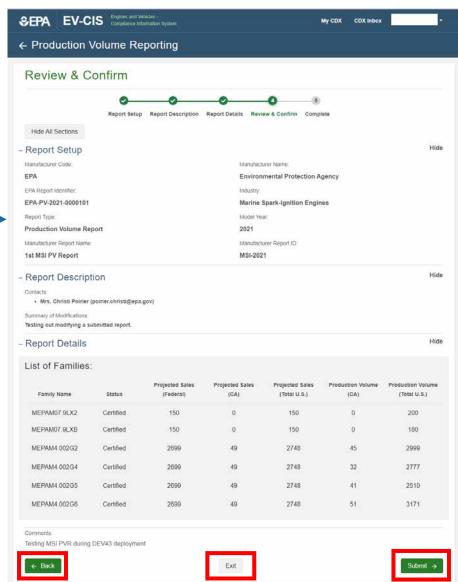
Click the "Save" button to save incomplete data that is not yet ready to be submitted or click the "Review & Confirm" button to validate the information entered for this PV report
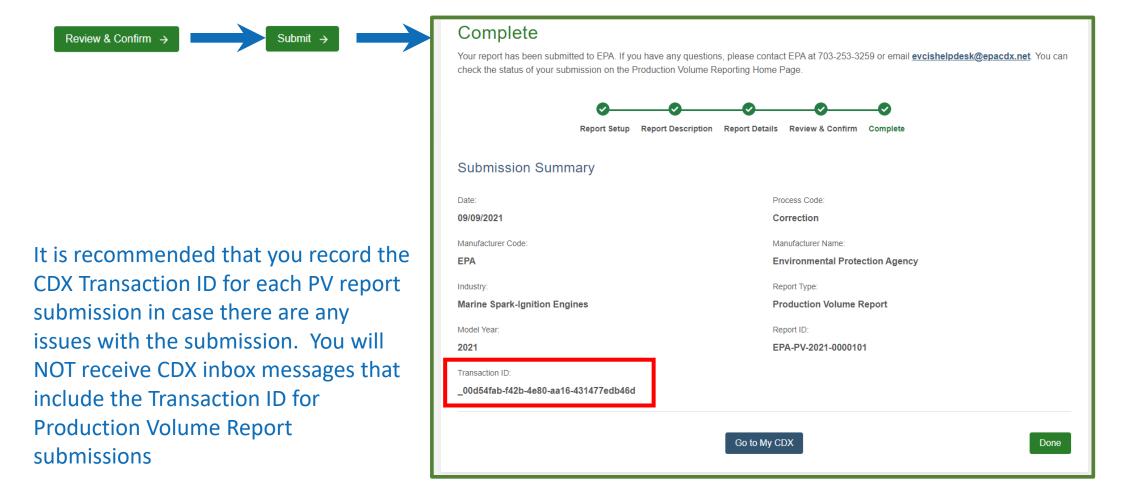
PV Review & Confirm

If no business rule errors are displayed at the top of the Review & Confirm screen, click the "Submit" button to submit this PV report (Note- Click the "Exit" button to return to the PV Home screen and keep this PV report as pending or click the "Back" button to edit this PV report to resolve any business rule errors
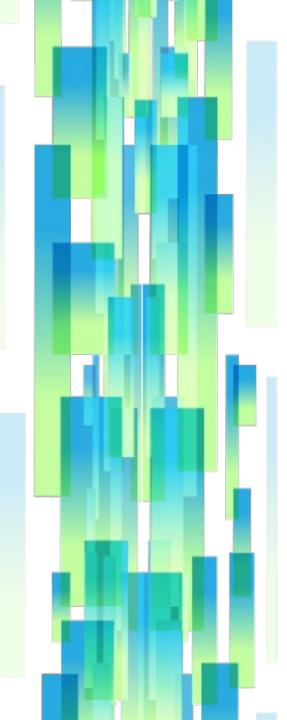
PV Complete

Review & Confirm → → Submit → →

Complete

Your report has been submitted to EPA. If you have any questions, please contact EPA at 703-253-3259 or email evcishelpdesk@epacdx.net. You can check the status of your submission on the Production Volume Reporting Home Page.

✓ Report Setup — ✓ Report Description — ✓ Report Details — ✓ Review & Confirm — ✓ Complete

Submission Summary

Date:	Process Code:
09/09/2021	**Correction**
Manufacturer Code:	Manufacturer Name:
EPA	**Environmental Protection Agency**
Industry:	Report Type:
Marine Spark-Ignition Engines	**Production Volume Report**
Model Year:	Report ID:
2021	**EPA-PV-2021-0000101**

Transaction ID:
_00d54fab-f42b-4e80-aa16-431477edb46d

Go to My CDX   Done

It is recommended that you record the CDX Transaction ID for each PV report submission in case there are any issues with the submission. You will NOT receive CDX inbox messages that include the Transaction ID for Production Volume Report submissions

Testing & Deployment Information

- There will **NOT** be an official Manufacturer Testing period for this release

- The release is scheduled to be completed by January 10, 2022 (or by January 24, 2022 if the backup deployment date is needed).

- For the industries being added to the PV Reporting module:

  - Plan to submit all model year 2021 production volume reports to the <u>new</u> PV reporting module

  - Prior to January 2022, do not submit any model year 2021 PV reports using legacy reporting methods
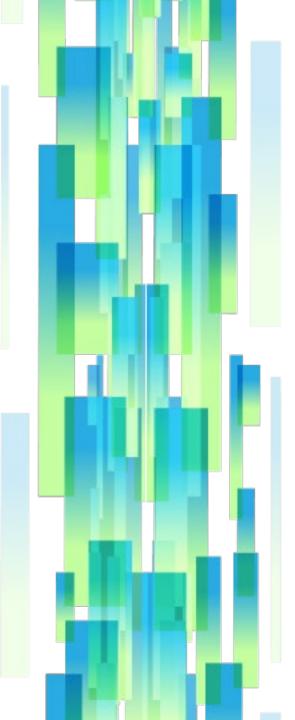
Contact Information

EV-CIS Help Desk
Direct all system-related questions to the EV-CIS Help Desk—
Email **evcishelpdesk@epacdx.net**

EV-CIS Listserver
To sign up for the EV-CIS list server,
send email to **evcis-subscribe@lists.epa.gov**

Manufacturer Information and Guidance Listserver
To be notified when new manufacturer information, guidance letters and advisory circulars are issued for vehicle, engine, and equipment programs, join the Manufacturer Information list server by sending email to **manufacturer-info-subscribe@lists.epa.gov**.
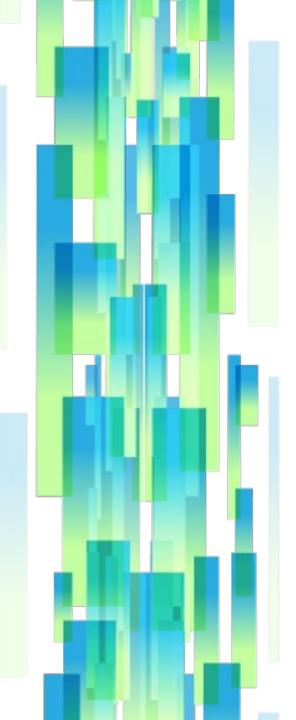
Resources

EV-CIS Website
https://www.epa.gov/vehicles-and-engines
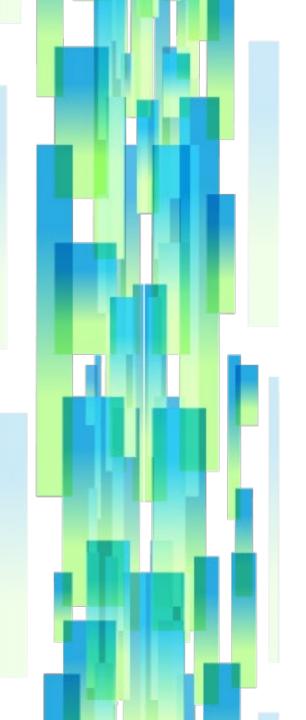
EV-CIS User Registration
https://www.epa.gov/ve-certification/how-register-engines-and-vehicles-compliance-information-system-ev-cis

Resources

System Documentation and Guidance for Production Volume Reporting

- https://www.epa.gov/ve-certification/system-documentation-and-guidance-production-volume-reporting

- https://www.epa.gov/ve-certification/templates-heavy-duty-vehicle-greenhouse-gas-ghg-production-volume-reporting-and

Questions?