

Webinar Demonstration



2023 SmartWay Online Logistics Tool (2022 Data Year)



Joshua Silverblatt, US EPA
July 27, 2023








\$Example OLT

Welcome to the SmartWay Online Logistics Tool





Submit your annual SmartWay information here.

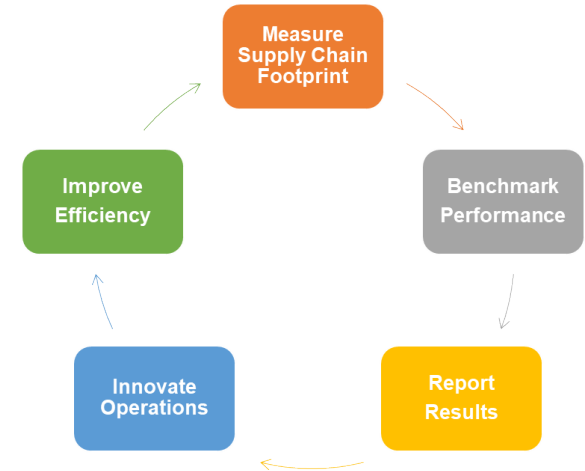
Agenda



-  SmartWay Background
-  What's New for Logistics This Year? What's the Same?
-  Comprehensive Walkthrough and Screen Capture
-  Live Demonstration
-  Question & Answer

Background

-  Partnership Program
-  Jointly developed with the freight industry
-  Goal: reduce emissions- CO₂, NO_x, PM
-  Goal: Save Partners money through efficiency improvements



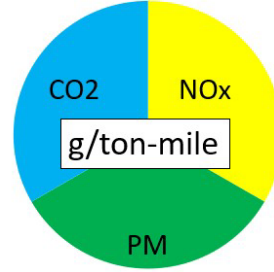
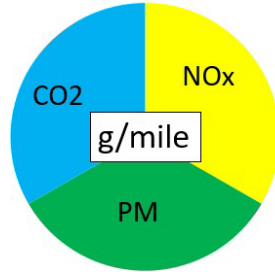
SmartWay System Core Functionality



Carriers Submit Data in SmartWay Tools



SmartWay QA/QCs the Data & Creates Metrics



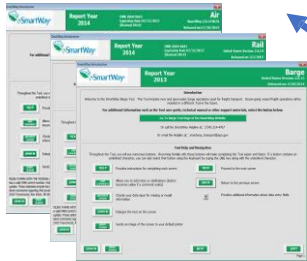
SmartWay's Current 6 Emission Metrics

Pollutants		Metrics	
CO2	Carbon Dioxide: a surrogate for fuel efficiency and global warming	Grams per Mile	Amount of pollution produced for every mile travelled
NOx	Oxides of Nitrogen: known for creating smog, a concern for local areas	Grams per Ton-mile	Amount of pollution produced for every ton that travels one mile, usually the best metric to use
PM	Particulate Matter: known for creating black soot, a concern for local areas		

Common Metrics Accessed by Customers









Used in Global & Other National Reporting Systems



Feedback Mechanism

Tool Development Timeline



-  Program initiation: 2001
-  Program launch: 2004
-  SmartWay 1.0 Tools: Equipment based, Excel, 2004
-  SmartWay 2.0 Tools: Performance based, Excel: 2008
-  SmartWay 3.0 Tools (Online)
 - Online Truck Tools: 2020
 - Online Shipper Tool: 2021
 - Online Logistics Tool: 2022
 - Online Barge, Air, Rail Tools: 2024-2026
-  Constant ongoing optimization (real time deployment with online tools)

What's New, What's the Same?



Same as the Old Excel

- Basic steps and progression of the tool
- Data needed for input
 - Ton-miles, total miles, and/or average payload

New

- Online Tool
- 10 Performance Bins (formerly 5)
- Additional Quality Control Checks

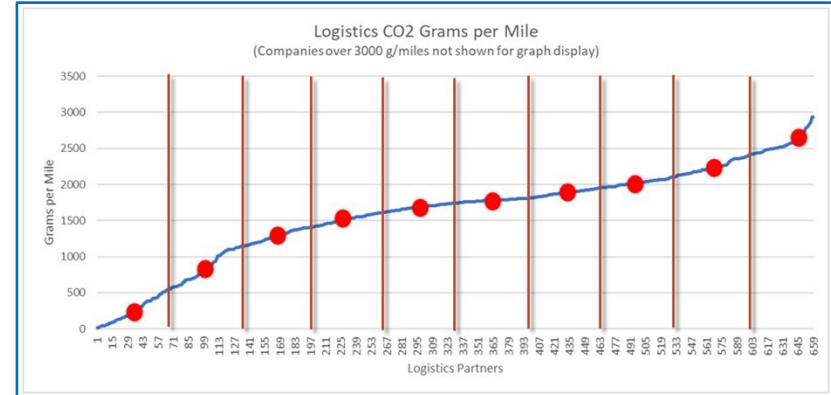
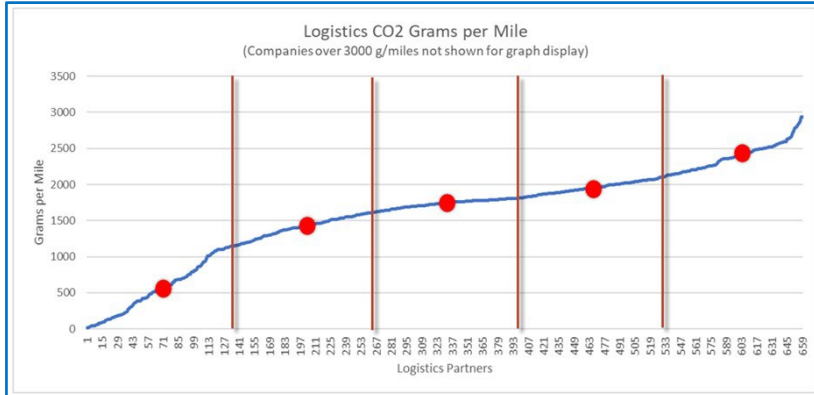
Changes due to going Online



- 🌿 Accessed via your SmartWay *partner portal* not the SmartWay website
- 🌿 Submit online, not via email
- 🌿 Use a PC, Mac, or large screen tablet device
- 🌿 Use any major web browser
- 🌿 Saves data in your SmartWay partner portal
- 🌿 More auto-populate options
- 🌿 Real-time information on your carrier submittal status
- 🌿 Easier data management
- 🌿 Better Navigation
- 🌿 Scalable to your screen size
- 🌿 Updates to Tools applied instantaneously

10 Bins

- ☁ Allows more accurate representation of partner performance
- ☁ Necessary for the wide range of performance due to multiple modes
- ☁ Still reports the bin midpoint for all partners in that bin
- ☁ Still larger ranges than truck categories



Understanding Logistics Emission Factors



You are the weighted sum of all the fleets you use

The fleets you use

- Internal to your company
- Invisible to outsiders



The fleets your customers see

 The best way to improve your emission factor is to:

- Increase the % of your carriers that are registered SmartWay carriers: If some of your carriers are not SmartWay, encourage the ones you use the most to join first!
- Then use better performing SmartWay carriers (bin 1 is better than bin 2...)
- And lastly, consider using more efficient modes such as rail or barge

Getting Started



Log into your SmartWay partner portal by entering your email address and your SmartWay ID at <https://app4.erg.com/smartwayweb/portal/login.cfm?language=ENG>



NOTE: To ensure that e-mails from SmartWay/EPA are not blocked, new contacts may need to add SmartWay/EPA to their preferred list of trusted sources, often called the “Trusted Sender” list.

The SmartWay Portal

The SmartWay Portal is a resource for SmartWay Partners and eligible companies that are interested in partnering up with SmartWay. The portal options that are listed below reflect what type of partner, prospect, or applicant you are (e.g., a Truck Carrier), as well as whether you are working with the US Environment Protection Agency or Natural Resources Canada. For example, partners can use this portal to obtain their SmartWay Registration document and SmartWay Logo files. If you have any questions, please contact your SmartWay Partner Account Manager or SmartWay recruiter.

Tools

- **Online Logistics Tool**
 - **Begin Now**
 - Example Tool
 - Provide Feedback for the Online Logistics Tool (10 question survey)
 - User Guide for the SmartWay Online Logistics Tool
 - Technical Documentation for the SmartWay Online Logistics Tool

Logo

- Logo Resources

Resources, Reports & Optional Calculators

- Sample SmartWay Partner Press Release (docx)
- Carrier emissions results - Data year 2021
- **SmartWay LTL Carbon Calculator**

SmartWay partners that are increasing less-than-truckload (LTL) shipping to move goods may be looking for ways to reduce carbon emissions from LTL. The EPA, as part of a collaboration with several SmartWay partners, developed the SmartWay LTL Carbon Calculator to support these sustainability efforts.

- Begin Now
- Technical Documentation

Your SmartWay Registration Document

Working Online



Remember...

Note: Your online session will “time-out” after two hours if you do not interact with a page, and data will be lost for that page. You do not have to complete all steps within two hours, but you must refresh or change the page within this time to avoid timing out. Otherwise, you must re-open the tool by accessing the SmartWay Portal.

Note - The SmartWay online tools do not allow users to cut/paste into the data entry fields. Data must be entered manually or through the import/auto populate functions.

Online Logistics Tool



Comprehensive Screen Capture Walkthrough and Discussion

Example Logistics Tool is available at the SmartWay website:

<https://app4.erg.com/smartwaytools/1/logistics/ExampleTool/welcome.html>



\$Example OLT

Welcome to the SmartWay Online Logistics Tool

Submit your annual SmartWay information here.

The complex block contains a screenshot of the SmartWay website. At the top is the "SmartWay Transport Partnership" logo. Below it is a photograph of a large logistics yard with many colorful shipping containers (red, blue, green) stacked in rows. A white truck is visible in the foreground, and an airplane is flying in the sky above. Below the photo, the text "\$Example OLT" is displayed in blue. Underneath that, it says "Welcome to the SmartWay Online Logistics Tool" and "Submit your annual SmartWay information here."

Right Tool?

SmartWay Online Logistics Tool

Is This The Right Tool For Me?



First, let's make sure you are working on the right SmartWay tool. To help, please answer the following questions.

* Denotes a required field

1. Where are you headquartered? *

- I am headquartered in the United States
 I am headquartered in Canada

2. Do you operate and manage your own fleet of trucks (owned or leased) that accounts for 5% or more of your outgoing freight? (If you have already submitted information regarding your asset-based fleet(s) using the online truck tool, select "NO".) *

- Yes No

3. Do you contract out or broker out more than 5% of your freight to third parties? This includes trucking, rail, barge, air freight companies, and other logistics providers. *

- Yes No

You are using the right SmartWay tool.

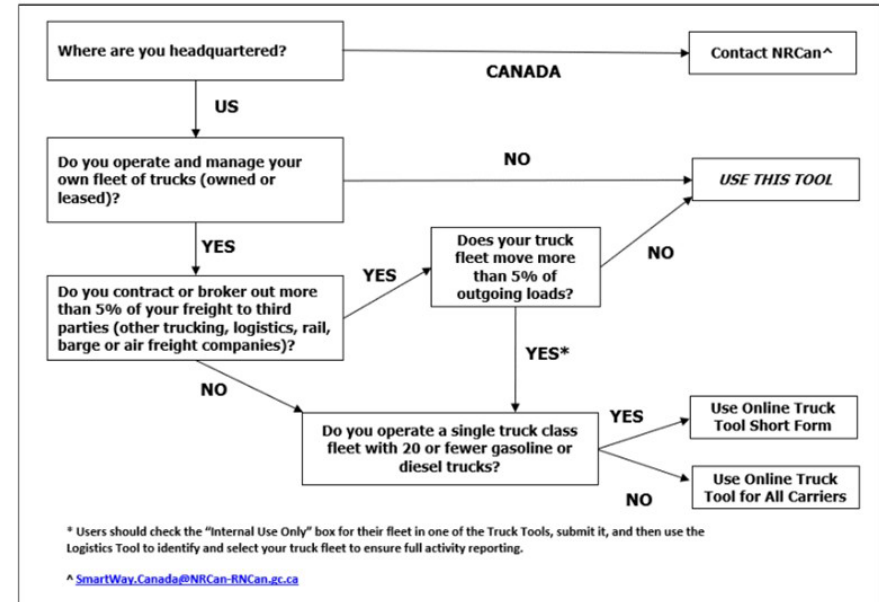
Close the Tool

Save and Continue

Help

Before beginning, use this chart to make sure you choose the right tool for your operations!

IS THIS THE RIGHT SMARTWAY TOOL FOR ME?



Assistance

SmartWay Online Logistics Tool

Determine Assistance

Indicate the level of assistance you need by selecting one of the options below and then selecting 'Continue' to proceed. You may also select the 'Help' button for additional information.

- I've done this many times before, take me right to the data input.
- I would like to review the Help screens before I start.
- Please contact me before I start.

Back

Continue

Help

SmartWay Portal

- <https://app4.erg.com/smartwayweb/portal/login.cfm?language=ENG>
- User Guide →
- Technical Document
- Example Tool



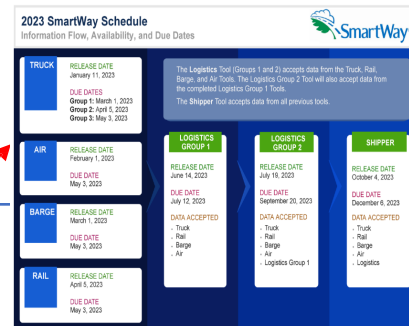
SmartWay Online Logistics Tool

Help screens

Select the underlined links on this page for details on tool input requirements, help & navigation features, and tool schedules. Selecting the first three links will display the associated information. Select the link again to hide the information. Selecting either of the bottom two links will open a new tab in your browser. To return to this page you may close the new browser tab(s) or click on the Help screens browser tab.

If you do not have a PDF document viewer, you can go to the [Adobe Reader Web site](#) and download a free Adobe Reader for Windows, Macintosh, or UNIX systems. Note that there are other PDF viewers you can use instead.

- [Gathering Your Data](#)
- [Tool Help and Navigation](#)
- [Schedule of Tool Due Dates](#)
- [Tool User Guide \(PDF\)](#) (Opens in a new browser tab. To return to this page, simply close the new browser tab or click on the Help screens browser tab.)
- [EPA SmartWay Website](#) (Opens in a new browser tab. To return to this page, simply close the new browser tab or click on the Help screens browser tab.)



2023 SmartWay Schedule	
Information Flow, Availability, and Due Dates	
TRUCK	RELEASE DATE: January 11, 2023 DUE DATES: Group 1: March 1, 2023; Group 2: April 5, 2023; Group 3: May 3, 2023
AIR	RELEASE DATE: February 1, 2023 DUE DATE: May 3, 2023
BERGE	RELEASE DATE: March 1, 2023 DUE DATE: May 3, 2023
RAIL	RELEASE DATE: April 5, 2023 DUE DATE: May 3, 2023
LOGISTICS GROUP 1	RELEASE DATE: June 16, 2023 DUE DATE: July 12, 2023 DATA ACCEPTED: Truck, Rail, Barge, Air
LOGISTICS GROUP 2	RELEASE DATE: July 16, 2023 DUE DATE: September 20, 2023 DATA ACCEPTED: Truck, Rail, Barge, Air, Logistics Group 1
SHIPPER	RELEASE DATE: October 4, 2023 DUE DATE: December 6, 2023 DATA ACCEPTED: Truck, Rail, Barge, Air, Logistics

Logistics Tool Basics - Home Screen



SmartWay Online Logistics Tool



Home

Please complete the following steps in order. Check boxes on the left indicate successful completion of each step. For more information, select the 'Help' button, or select the "Back" button to return to the prior page.

- Step 1: [Partnership Agreement](#)**
- Step 2: [Enter Company & Contact Information](#)**
- Step 3: [Characterize Your Business Unit\(s\)](#)**
- Step 4: Enter Information for your Business Unit(s) (select name to add information)**
 - [LMC Logistics Example: Retail](#)
- Step 5: [Review Your Information \(reports\)](#)**
- Step 6: [Compare this year's information with last year's submission](#)**
- Step 7: [Submit Your Information to EPA](#)**

Back

Close the Tool

Help



Partnership agreement

- No change from previous years



Company Contact Information

- Need Quality staff for Working contact; best if good with data management
- Engaged Executive contact
- Options for sustainability or other contacts






Characterize your Business Units

- Remember to create Business Units that correspond to how your customers hire you.
- Most Logistics have 1 Business Unit

Contact Information



-  **A Working Contact** for any questions about your company's participation and tool submissions. The **Working Contact** is the individual designated by the Executive Contact to directly interface with SmartWay regarding specific tasks involved in the timely submission of the tool. The Working Contact is responsible for coordinating the assembly of information to complete/update carrier activity data; completing and updating the tool itself; maintaining direct communication with SmartWay; and keeping interested parties within the company apprised of relevant developments with SmartWay.
-  **An Executive Contact** for participation in recognition events and for authorizing participation in SmartWay. The **Executive Contact** is the company executive who is responsible for agreeing to the requirements in the SmartWay Partnership Annual Agreement, overseeing the Working Contact (as appropriate), and ensuring the timely submission of the tool to SmartWay. The Executive Contact also represents the company at awards/recognition events. This person should be a Vice President or higher-level representative for the company.
-  **Additional contacts (optional)** which may include alternative Working or Executive contacts, Sustainability contacts, consultants, or others that may be involved with SmartWay (e.g., press/media contact, fleet manager, etc.). Use the "Add Contact" button at the bottom of the screen to enter one or more additional contacts.

STEP 3: CHARACTERIZE YOUR BUSINESS UNIT(S)



- Business Units are what your customers can hire
- They are not *internal* divisions

Figure 5. Name Your Business Unit(s) Screen

The screenshot shows the 'Name your Business Unit(s)' screen of the SmartWay Online Logistics Tool. The page has a white background with a blue header bar at the top. The title 'SmartWay Online Logistics Tool' is in bold black text. Below it, the sub-header 'Name your Business Unit(s)' is also in bold black text. A small SmartWay logo is in the top right corner. The main text explains that the first step is to name the business unit(s) and provides two options. Option 1 is 'Auto Populate', which is a green button. Option 2 is 'Continue', which is a green button next to a text input field. At the bottom center, there is a blue button labeled 'Return to Home Page'.

SmartWay Online Logistics Tool

Name your Business Unit(s)

The first step in Business Unit Characterization is to name your business unit(s). There are two ways to get started.

REMEMBER! Your customers will search for you in their SmartWay tools by your Business Unit name, so make sure it is correct. Only create business units that match how your customers can hire you. DO NOT create separate business units simply to match internal divisions that customers cannot choose to hire.

Option 1:
If you have an approved submission from last year, you can use the Auto Populate function to load your business unit(s) into this tool, after which you can add, modify, or delete this information. If you do bring in last year's data, you must review it and verify it.

[Auto Populate](#)

Option 2:
Enter the number of business unit(s) you have and then select the Continue button, which will then let you characterize your business unit(s).

How many distinct business units do you have? [Continue](#)

[Return to Home Page](#)

Logistics Tool: Step 4

Selecting Carriers & Entering Data



SmartWay Online Logistics Tool



Home

Please complete the following steps in order. Check boxes on the left indicate successful completion of each step. For more information, select the 'Help' button, or select the "Back" button to return to the prior page.

- Step 1: [Partnership Agreement](#)**
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- Step 3: [Characterize Your Business Unit\(s\)](#)**
- Step 4: Enter Information for your Business Unit(s) (select name to add information)**
 - [LMC Logistics Example: Retail](#)
- Step 5: [Review Your Information \(reports\)](#)**
- Step 6: [Compare this year's information with last year's submission](#)**
- Step 7: [Submit Your Information to EPA](#)**

Back

Close the Tool

Help



Select your Carriers

- Auto Populate
- Import
- Manually Select SmartWay Carriers
- Manually Select Non-SmartWay
- Export Carriers








Add Activity Data

- From Import
- From Manual Entry


Select Carriers



-  Auto Populate
-  Import
-  Manually Select SmartWay Carriers
-  Manually Select Non-SmartWay
-  Export Carriers



SmartWay Online Logistics Tool



Select Carriers: Targaryen Logistics

Select one or more of the links below to identify and select the carriers you used to move your freight in the current reporting period. These options are not mutually exclusive. For example, you can start by selecting 'Auto Populate Carriers' to load the carriers from your approved submission from last year. You can then modify this list of carriers using one or both of the 'View and Manually Select Carriers' options, allowing you to remove and/or add carriers. You can also Export your list of selected carriers, merge in the activity data for each carrier using Excel, and then Import the updated file back into the tool.

When you are finished selecting your carriers, select the 'Enter Activity' button to proceed to the next step.

- [Auto Populate Carriers](#) - Use this option to load the carriers from your approved tool submission from last year. After you have brought in these carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
- [Import Carriers](#) - Use this option to import your carriers from an Excel file. You can include each carrier's activity data. After you have imported your carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
NOTE: the format of the Excel file used in this tool is not the same format that is used in the SmartWay Excel Logistics Tool. [The new format is described in the User Guide.](#)
- [View and Manually Select SmartWay Carriers](#) - Use this option to identify and select your carriers from the current list of SmartWay partners. If you have a small number of carriers (e.g., 50 or less), this option might be your preferred approach. If you used the Auto Populate function, you can use this option to add and remove SmartWay carriers.
- [View and Manually Select Non-SmartWay Carrier Modes/Categories](#) - Use this option to select your Non-SmartWay carriers (e.g., Non-SmartWay Truckload/Dry Van, Non-SmartWay Logistics). If you used the Auto Populate function, you can use this option to add and remove Non-SmartWay carriers. If you do not use any Non-SmartWay Carriers you must still select this option to confirm that you do not use Non-SmartWay carriers.
- [Export Carriers](#) - Use this option to export your current list of carriers or the entire set of SmartWay Carriers and Non-SmartWay Carrier Modes/Categories into an Excel file. You can then modify the file to edit your carrier list and activity data for importing back into the tool.

[Return to Home Page](#) [Enter Activity](#) [Help](#)

Auto Populate



- Auto Populate pulls in your data from a previous year's submission
- You will still need to review and update your carriers as they may have changed from last year
- Could be on multiple **tabs**
- Status** shows your carrier's SmartWay status- have they submitted?
- Includes **identifiers**

Figure 8: Auto Populate Carriers Screen

Auto Populate Results: Example BU: Line Haul

The following table lists the SmartWay Carriers and Non-SmartWay Carrier Type(s) from your approved logistics tool submission from last year. Please review this list to create your CURRENT year Carrier List. You can scroll through the list or filter to view selected categories.

Please take special note of each carrier's status:

- Carriers with a 'Current' status have submitted their fleet information for the current reporting year and are approved by SmartWay.
- Carriers with a status of 'Pending' have submitted their information but have not been approved by SmartWay and will be classified as Non-SmartWay carriers if you finalize your carriers before their submission is approved.
- Carriers who have a status of 'Didn't Report' will be categorized as Non-SmartWay carriers when you finalize your carriers. You can send an email to these carriers asking them to submit their current year data by using the 'Contact Non-Submitting Carriers' button below.
- Carriers who have a status of 'Selection Needed' have submitted their current year data to SmartWay, but the carrier has multiple fleets from which you may select. These carriers will be categorized as Non-SmartWay Carriers if you finalize your list without specifying which fleet they are.

Carrier Counts: Current = 28 | Pending = 0 | Didn't Report = 2 | Selection Needed = 1

You can remove specific carriers or non-SmartWay Carrier Types you no longer use by checking the 'Delete Carrier' box in the left-hand column and then selecting the 'Delete Carriers' button at the bottom of the screen. You may select multiple checkboxes at a time, but they must be visible for the carrier to be deleted.

Auto Populate Results

Show: 10 entries

Delete Carrier	Status	Carrier Name	Mode - SmartWay Category	SCAC	MCN	DOT	NSC
<input type="checkbox"/>	Current	All Freight Carriers DBA AFC Transport	Truck - Flatbed	AFCB	827664	2495573	
<input type="checkbox"/>	Current	Arka Express Inc.	Truck - TL/Day Van	ARKY	627873	1710317	
<input type="checkbox"/>	Current	ASL Transportation Group, Inc.	Truck - Mixed	AXGH	944828	1754745	
<input type="checkbox"/>	Current	Caley HCS, Inc.	Truck - TL/Day Van	CLXE	139412	930078	
<input type="checkbox"/>	Current	Carolina Tank Lines, Inc. Carolina Tank Lines, Inc.	Truck - Refrigerated	CTAG, CTAV	165807	229671	
<input type="checkbox"/>	Current	CowTrans, LLC	Truck - TL/Day Van	COTN	409563	1054001	
<input type="checkbox"/>	Current	Crane Transport Inc.	Truck - TL/Day Van	CRIB	385598	919149	
<input type="checkbox"/>	Current	Baybreak Express, Inc.	Truck - Mixed	DBKE	188214	288155	
<input type="checkbox"/>	Current	Dedicated Systems Inc.	Truck - TL/Day Van	DDSW	351369	786748	
<input type="checkbox"/>	Current	Dutch-Mad Logistics	Truck - Refrigerated	DUTM	143235	181246	

Showing 1 to 10 of 31 entries





Finalize your carriers. This will remove any carriers who do not have a Status of 'Current'. You will need to create one or more Non-SmartWay Carrier Type entries to account for the activity of these fleets. This cannot be undone so make sure you are through finding and contacting your carriers. For more information, please select the 'help' button.

[Delete Carrier\(s\)](#) [Contact Non-Submitting Carriers](#) [Finalize Carriers](#)

[Return to Home Page](#) [Return to Select Carriers](#) [Help](#)

Auto Populate- Carrier Status

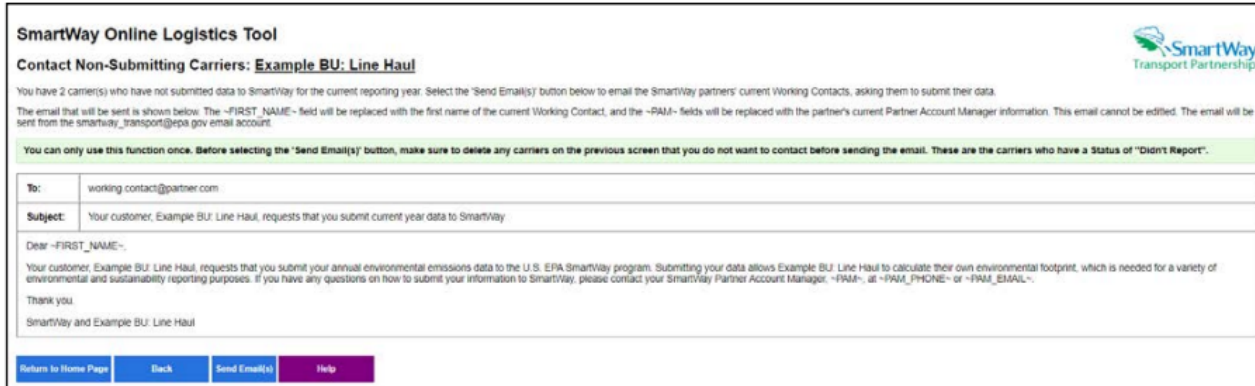


-  Carriers with a “Current” status have submitted their fleet information for the current reporting year and are approved by SmartWay.
-  Carriers with a status of 'Pending' have submitted their information but have not been approved by SmartWay and will be classified as non-SmartWay carriers if you finalize your imported carriers before their submission is approved.
-  Carriers who have a status of 'Didn't Report' will be categorized as non-SmartWay carriers when you finalize your imported carriers. You can contact these carriers directly, or request SmartWay to send an email asking them to submit their current year data by using the 'Contact Non-Submitting Carriers' button below.
-  Carriers who have a status of 'Selection Needed' have submitted current year data to SmartWay, but the carrier has multiple fleets from which you can select.

Non-reporting Carriers

Contact Non-Reporting Carriers Screen

Figure 11. Contact Non-Reporting Carriers Screen



SmartWay Online Logistics Tool

Contact Non-Submitting Carriers: Example BU: Line Haul

You have 2 carrier(s) who have not submitted data to SmartWay for the current reporting year. Select the "Send Email(s)" button below to email the SmartWay partners' current Working Contacts, asking them to submit their data.

The email that will be sent is shown below. The ~FIRST_NAME~ field will be replaced with the first name of the current Working Contact, and the ~PAM~ fields will be replaced with the partner's current Partner Account Manager information. This email cannot be edited. The email will be sent from the smartway_transport@epa.gov email account.

You can only use this function once. Before selecting the "Send Email(s)" button, make sure to delete any carriers on the previous screen that you do not want to contact before sending the email. These are the carriers who have a Status of "Didn't Report".

To: working_contact@partner.com

Subject: Your customer, Example BU: Line Haul, requests that you submit current year data to SmartWay

Dear ~FIRST_NAME~,


Your customer, Example BU: Line Haul, requests that you submit your annual environmental emissions data to the U.S. EPA SmartWay program. Submitting your data allows Example BU: Line Haul to calculate their own environmental footprint, which is needed for a variety of environmental and sustainability reporting purposes. If you have any questions on how to submit your information to SmartWay, please contact your SmartWay Partner Account Manager: ~PAM~, at ~PAM_PHONE~ or ~PAM_EMAIL~.

Thank you.

SmartWay and Example BU: Line Haul


Returns to Home Page Back Send Email(s) Help


Users may also send standardized emails to encourage SmartWay carriers with a "Didn't Report" status (i.e., with tools that have not been received for the current data year) to complete their tools and submit their data. Users will be able to view the email in read-only form. The email will be sent to all carriers on the "Didn't Report" list that can be identified as SmartWay partners. Emails will be sent to the Working Contact on record if they have a valid email address. If there is an Executive Contact with a valid email address they will be cc'd on the email. Emails cannot be edited and can only be sent once.

 **New feature:** If your carrier hasn't reported to SmartWay yet, you can send them an auto-reminder email!

 Standard text

 Can be sent once

 The more of your carriers that are in SmartWay, the better your emissions score will be

 You can always follow-up yourself as well

Auto Populate- Selection Needed



- There may be some similar looking carriers
- In that case you will be able to select the appropriate one from a list of found carriers
- Includes carrier address

Selection Needed Screen

For Auto Populated carriers with a status of "Selection Needed", partners can use the "Find My Carrier" link to select which of the current year approved fleets is the one used. Once identified, check the appropriate "This is the carrier box" on the right and select Save and Continue to proceed.

Figure 10. Selection Needed Screen

SmartWay Online Logistics Tool

Selection Needed: Example BU: Line Haul

The carrier you used last year has multiple approved carriers for the current reporting year, but none of them match your previously used carrier's name or SCAC. Please select which carrier you used in the current reporting period and then select the Save and Continue button. If none of the carriers below are the one you used this year, select the Back button and use the "View and Select SmartWay Carriers" function on the Select Carriers screen.

Show 1 to 2 entries

This is the carrier	Carrier Name	Mode - SmartWay Category	SCAC	Carrier Address
<input type="checkbox"/>	<input type="text" value="Filter"/>	All	<input type="text" value="Filter"/>	<input type="text" value="Filter"/>
<input checked="" type="checkbox"/>	Estes Express Lines - East	Truck - Mixed	EXLA	3901 West Broad Street Richmond VA 23230
<input type="checkbox"/>	Estes Express Lines - West	Truck - Mixed	GITC	3901 West Broad Street Richmond VA 23230

Showing 1 to 2 of 2 entries

Previous 1 Next

[Return to Home Page](#) [Back](#) [Save and Continue](#) [Help](#)

Remember to Finalize

- 🌿 Please review your auto populate carriers closely
- 🌿 Finalize if correct

Finalize Auto Populated Carriers Screen

Figure 12. Finalize Auto Populated Carriers Screen

SmartWay Online Logistics Tool

Results of Finalizing Your Carriers: Example BU: Line Haul

The carriers you auto populated have been finalized.

- You had 29 carriers whose status was 'Current'. They have been finalized and are ready for use.
- You had 2 carriers whose status was 'Pending', 'Didn't Report', or 'Selection Needed'. They have been converted to be Non-SmartWay carriers.

[Return to Home Page](#)






[Continue](#)

[Help](#)



This screen summarizes the final status of each of your auto populated carriers, as well as a listing of actions taken by the tool.

Select Carriers

-  Auto Populate
-  Import
-  Manually Select SmartWay Carriers
-  Manually Select Non-SmartWay
-  Export Carriers



SmartWay Online Logistics Tool



Select Carriers: Targaryen Logistics

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- [Import Carriers](#) - Use this option to import your carriers from an Excel file. You can include each carrier's activity data. After you have imported your carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
NOTE: the format of the Excel file used in this tool is not the same format that is used in the SmartWay Excel Logistics Tool. [The new format is described in the User Guide.](#)
- [View and Manually Select SmartWay Carriers](#) - Use this option to identify and select your carriers from the current list of SmartWay partners. If you have a small number of carriers (e.g., 50 or less), this option might be your preferred approach. If you used the Auto Populate function, you can use this option to add and remove SmartWay carriers.
- [View and Manually Select Non-SmartWay Carrier Modes/Categories](#) - Use this option to select your Non-SmartWay carriers (e.g., Non-SmartWay Truckload/Dry Van, Non-SmartWay Logistics). If you used the Auto Populate function, you can use this option to add and remove Non-SmartWay carriers. If you do not use any Non-SmartWay Carriers you must still select this option to confirm that you do not use Non-SmartWay carriers.
- [Export Carriers](#) - Use this option to export your current list of carriers or the entire set of SmartWay Carriers and Non-SmartWay Carrier Modes/Categories into an Excel file. You can then modify the file to edit your carrier list and activity data for importing back into the tool.

[Return to Home Page](#)

[Enter Activity](#)

[Help](#)

Import (Carrier + Activity)



Import Carriers Screen

Business units that use a large number of carriers (e.g., greater than 100) during the reporting year may prefer to prepare their carrier activity data using an offline application such as Excel, incorporating data outputs from their own freight management software or related data systems. Users may import an XLSX file containing carrier data using the Import File button on the Import Carriers screen. The import file may be produced by:

1. Exporting carrier data from last year's Excel tool
2. Selecting Auto Populate and/or Manually Selecting Carriers then using the tool's Export function, or
3. Exporting carrier data from an in-house application.

Details regarding the required import file data fields and format are presented in Appendix A.

Once the file is ready, select the Import File button to navigate import the file, validate activity data, and report any errors and/or addressed.



Can save time



Need to follow the template and instructions exactly

Figure 13. Importing Carriers Screen

SmartWay Online Logistics Tool

Importing Carriers: Example BU: Line Haul

Companies who use a large number of carriers during the reporting year (e.g. > 100) may prefer to prepare their carrier activity data using an offline application such as Excel, incorporating data outputs from their own freight management software or related data systems. Select the help button below for more information on how to prepare an Excel file for importing data into this tool.

Click the Select File button to navigate to and select your Excel file. The tool will then import the file and report any errors and/or warning messages that may need to be addressed.




Your Excel file has one or more warnings. These are shown below. These warnings can be ignored if you are confident they won't cause any issues. If you ignore these warnings, select the 'Continue' button to proceed to the next step.

- **Errors:**
 - None
- **Warnings:**
 - Payload_Distance was present in 3 row(s) [2, 12, 14]. Based on the Available Activity Data option for the carrier, this value will be recalculated.
 - Distance was present in 2 row(s) [5, 7]. Based on the Available Activity Data option for the carrier, this value will be recalculated.
 - Average_Payload was present in 3 row(s) [2, 4, 6]. Based on the Available Activity Data option for the carrier, this value will be recalculated.
 - You have 3 carrier(s) with an Available Activity Data option of 'Sales Only'. This option is only valid for 'Truck Carriers who are NOT in either the 'TLU/Orly Van' or 'Package Delivery' SmartWay Category. This will be validated when you finalize your imported carriers. If any of your carriers with this 'Sales Only' option turn out to be invalid, their Available Activity Data option will be changed to 'On-Miles and Total Miles'.

[Return to Home Page](#) [Return to Select Carriers](#) [Continue](#) [Help](#)

Sample Import File







-  You **MUST** follow the form exactly!
-  Do not change or move headers.
-  There is additional guidance in the User Guide - Appendix A: Import File Preparation

CARRIER_ID	CARRIER_NAME	CARRIER_MODE	SCAC	MCN	DOT	NSC	AVAILABLE_ACTIVITY_DATA	PAYLOAD_DISTANCE	DISTANCE	AVERAGE_PAYLOAD	NON_SW_CARRIER_COUNT	PARTNER_CARRIER_ID
59,843A	& H Cartage, Inc.	Truck	AHCG	196753	296708							
61,540A	7 Transport Expedited LLC	Truck	ASVE	954297	2846156							
59,004A	and S Transport Inc.	Truck	ANSK	1351254	3777827							
59,328A	&l Express Inc.	Truck	AIEP	629066	1715071							
59,324A	&l Transport Inc.	Truck	AITT	629165	1715348							
58,732A	&M Logistics Solutions, Inc. DBA DK Express	Truck	DEXG	505056	1301596							
60,474A	&M Transport, LLC: Dry Van Fleet	Truck	ALKM	217072	344894							
60,472A	&M Transport, LLC: Flatbed Fleet	Truck	ALKM, AFLJ	217072	344894							
60,473A	&M Transport, LLC: Tautliner Fleet	Truck	ALKM	217072	344894							

Import Results - Status



The Import Results screen lists all carriers included in the imported Excel file, along with the submittal status for each. You can remove carriers from the list by checking the Delete Carrier(s) box and then selecting the "Delete Carrier(s)" button at the bottom of the screen. Carrier status types include:

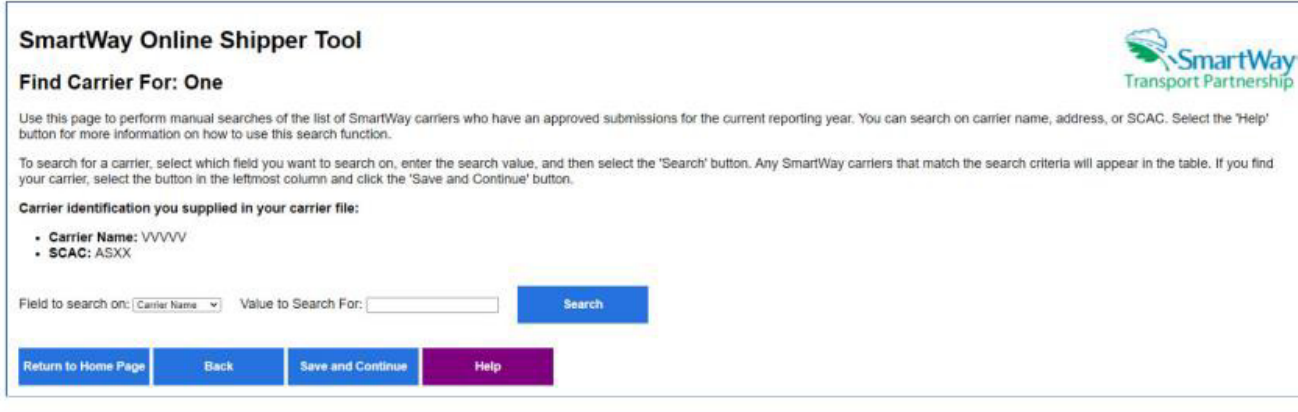
-  "Current" carriers have an approved SmartWay tool submittal for the current Data Year.
-  "Pending" carriers are SmartWay partners that have submitted their data for this reporting year, which is currently under review by SmartWay.
-  "Didn't Report" carriers are SmartWay partners but have not submitted their data for the current reporting year.
-  "Not Found" carriers could not be matched to the list of current SmartWay partners based on the information provided.

Imported: Not Found

Find Carrier Screen

For imported carriers that were "Not Found" on the list of current SmartWay Carriers, partners can use the "Find My Carrier" function to search for a match. You may search on multiple fields (Carrier Name, SCAC, or carrier address). If the correct carrier is listed in the search results, select the "This is the carrier" button, then select Save and Continue and the selection will be added to your carrier list with a status of "Current".

Figure 14: Find Carrier Screen



SmartWay Online Shipper Tool

Find Carrier For: One

Use this page to perform manual searches of the list of SmartWay carriers who have an approved submissions for the current reporting year. You can search on carrier name, address, or SCAC. Select the 'Help' button for more information on how to use this search function.

To search for a carrier, select which field you want to search on, enter the search value, and then select the 'Search' button. Any SmartWay carriers that match the search criteria will appear in the table. If you find your carrier, select the button in the leftmost column and click the 'Save and Continue' button.

Carrier identification you supplied in your carrier file:

- Carrier Name: VVVV
- SCAC: ASXX

Field to search on: Value to Search For:










You can always add manually later if that is easier.



The bigger the percentage of your freight that any particular carrier hauls, the more important it is to include them on your list.

Search and Sort Criteria



-  Carrier Name
-  Carrier ID
-  SCAC
-  MCN
-  DOT
-  NSC (Canadian companies)
-  Partner Carrier ID (An ID you assigned to your carriers previously)

Import Results



SmartWay Online Logistics Tool

Import Results: Targaryen Logistics



The following table displays the SmartWay Carriers and Non-SmartWay Carrier Type(s) from the file you just imported. To review these results, you can scroll through the list or use the filters in the first row. Select the 'Help' button at the bottom of the page if you have any questions about how to use the filters.

Please take special note of each carrier's status:

- Carriers with a 'Current' status have submitted their fleet information for the current reporting year and are approved by SmartWay.
- Carriers with a status of 'Pending' have submitted their information but have not been approved by SmartWay and will be classified as Non-SmartWay carriers if you finalize your carriers before their submission is approved.
- Carriers who have a status of 'Didn't Report' will be categorized as Non-SmartWay carriers when you finalize your carriers. You can send an email to these carriers asking them to submit their current year data by using the 'Contact Non-Submitting Carriers' button below.
- Carriers who have a status of 'Not Found' were not located in the SmartWay database. If you believe they are a current SmartWay carrier, select the 'FIND CARRIER' link next to their name and you can search for them. If you find them, their Status will be updated. If you don't find them they will be dropped from your list when you 'Finalize Carriers' and you will need to account for their activity by adding them as Non-SmartWay carriers.

Carrier Counts: Current = 9 | Pending = 0 | Didn't Report = 0 | Not Found = 0

You can remove any carriers accidentally imported by checking the box in the Delete Carrier(s) column and selecting the 'Delete Carrier(s)' button. You may select multiple checkboxes at a time, but they must be visible for the carrier to be deleted.

▼ Import Results

Show entries

Delete Carrier(s)	Status	Carrier Name (From Excel File)	Carrier Name (From SmartWay)	Mode - SmartWay Category	SCAC	MCN	DOT	NSC
<input type="checkbox"/>	Current	A & H Cartage, Inc.	A & H Cartage, Inc.	Truck - LTU/Dry Van	AHCG	100753	200708	
<input type="checkbox"/>	Current	A 7 Transport Expedited LLC	A 7 Transport Expedited LLC	Truck - Mixed	ASVE	954297	2040100	
<input type="checkbox"/>	Current	A and S Transport Inc.	A and S Transport Inc.	Truck - Flatbed	ANSK	1351254	3777827	
<input type="checkbox"/>	Current	A&I Express Inc.	A&I Express Inc.	Truck - Refrigerated	AIEP	020000	1710071	
<input type="checkbox"/>	Current	A&I Transport Inc.	A&I Transport Inc.	Truck - Refrigerated	AITT	020100	1710340	
<input type="checkbox"/>	Current	A&M Logistics Solutions, Inc. DBA DK Express	A&M Logistics Solutions, Inc. DBA DK Express	Truck - Dray	DEXG	000000	1301000	
<input type="checkbox"/>	Current	A&M Transport, LLC: Dry Van Fleet	A&M Transport, LLC: Dry Van Fleet	Truck - TL/Dry Van	ALXM	217072	344004	
<input type="checkbox"/>	Current	A&M Transport, LLC: Flatbed Fleet	A&M Transport, LLC: Flatbed Fleet	Truck - Flatbed	ALXM, AFLJ	217072	344004	
<input type="checkbox"/>	Current	A&M Transport, LLC: Tautliner Fleet	A&M Transport, LLC: Tautliner Fleet	Truck - Flatbed	ALXM	217072	344004	

Showing 1 to 9 of 9 entries

Previous Next

Finalize your carriers. This will remove any carriers who do not have a Status of 'Current'. You will need to create one or more Non-SmartWay Carrier Type entries to account for the activity of these fleets. This cannot be undone so make sure you are through finding and contacting your carriers. For more information, please select the 'Help' button.

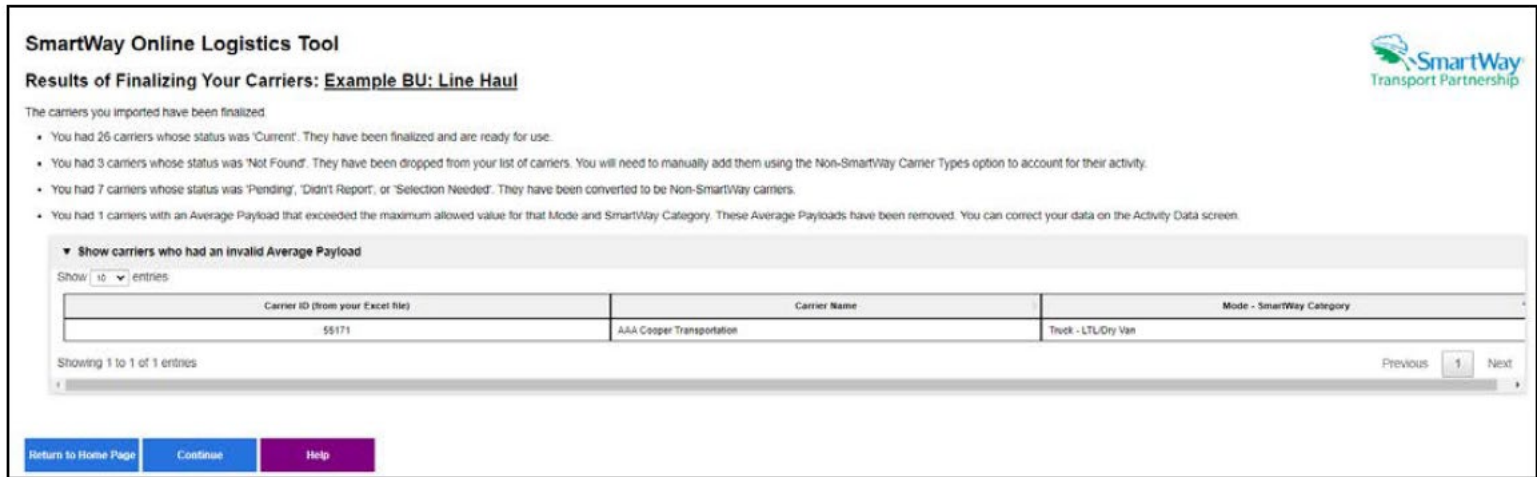
[Delete Carrier\(s\)](#) [Contact Non-Submitting Carriers](#) [Finalize Carriers](#)

[Return to Home Page](#) [Return to Select Carriers](#) [Help](#)

If you have questions regarding the SmartWay Transport Partnership, contact your Partner Account Manager, Matt Payne, at (734)214-4576 or payne.matthew@epa.gov

Finalize Import

Figure 16. Finalize Imported Carriers Screen



SmartWay Online Logistics Tool

Results of Finalizing Your Carriers: Example BU: Line Haul

The carriers you imported have been finalized.

- You had 26 carriers whose status was 'Current'. They have been finalized and are ready for use.
- You had 3 carriers whose status was 'Not Found'. They have been dropped from your list of carriers. You will need to manually add them using the Non-SmartWay Carrier Types option to account for their activity.
- You had 7 carriers whose status was 'Pending', 'Didn't Report', or 'Selection Needed'. They have been converted to be Non-SmartWay carriers.
- You had 1 carriers with an Average Payload that exceeded the maximum allowed value for that Mode and SmartWay Category. These Average Payloads have been removed. You can correct your data on the Activity Data screen.

▼ Show carriers who had an invalid Average Payload

Show 10 entries

Carrier ID (from your Excel file)	Carrier Name	Mode - SmartWay Category
55171	AAA Cooper Transportation	Truck - LTL/Dry Van

Showing 1 to 1 of 1 entries






Previous 1 Next

[Return to Home Page](#) [Continue](#) [Help](#)



Any carriers that were not already identified as non-SmartWay carriers and that have a status of "Pending" or "Didn't Report" will be added as non-SmartWay carriers

Select Carriers

-  Auto Populate
-  Import
-  Manually Select SmartWay Carriers
-  Manually Select Non-SmartWay
-  Export Carriers

SmartWay Online Logistics Tool



Select Carriers: Targaryen Logistics

Select one or more of the links below to identify and select the carriers you used to move your freight in the current reporting period. These options are not mutually exclusive. For example, you can start by selecting 'Auto Populate Carriers' to load the carriers from your approved submission from last year. You can then modify this list of carriers using one or both of the 'View and Manually Select Carriers' options, allowing you to remove and/or add carriers. You can also Export your list of selected carriers, merge in the activity data for each carrier using Excel, and then Import the updated file back into the tool.

When you are finished selecting your carriers, select the 'Enter Activity' button to proceed to the next step.

- [Auto Populate Carriers](#) - Use this option to load the carriers from your approved tool submission from last year. After you have brought in these carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
- [Import Carriers](#) - Use this option to import your carriers from an Excel file. You can include each carrier's activity data. After you have imported your carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
NOTE: the format of the Excel file used in this tool is not the same format that is used in the SmartWay Excel Logistics Tool. [The new format is described in the User Guide.](#)
- [View and Manually Select SmartWay Carriers](#) - Use this option to identify and select your carriers from the current list of SmartWay partners. If you have a small number of carriers (e.g., 50 or less), this option might be your preferred approach. If you used the Auto Populate function, you can use this option to add and remove SmartWay carriers.
- [View and Manually Select Non-SmartWay Carrier Modes/Categories](#) - Use this option to select your Non-SmartWay carriers (e.g., Non-SmartWay Truckload/Dry Van, Non-SmartWay Logistics). If you used the Auto Populate function, you can use this option to add and remove Non-SmartWay carriers. If you do not use any Non-SmartWay Carriers you must still select this option to confirm that you do not use Non-SmartWay carriers.
- [Export Carriers](#) - Use this option to export your current list of carriers or the entire set of SmartWay Carriers and Non-SmartWay Carrier Modes/Categories into an Excel file. You can then modify the file to edit your carrier list and activity data for importing back into the tool.

[Return to Home Page](#)

[Enter Activity](#)

[Help](#)

Manually Select SmartWay Carriers



- Best for Logistics companies who have fewer than 100 carriers
- Simply Select, Add, and then Input activity data later

Figure 17. View and Manually Select SmartWay Carriers Screen

SmartWay Online Logistics Tool

View and Manually Select SmartWay Carriers: Example BU: Line Haul

The SmartWay partners on your list of current carriers are displayed below. If you would like to add one or more SmartWay Carriers, select the 'Add Carriers to my list' button. If there is a carrier in your list that you want to remove, check the box in the left hand column and select the 'Delete Carrier(s)' button. You may select multiple checkboxes at a time, but the checkbox must be visible on the screen for the carrier to be deleted.

Your SmartWay Carriers (24)

Show 10 entries

Delete Carrier	Carrier Name	Mode - SmartWay Category	SCAC	MCN	DOT	NSC
<input type="checkbox"/>	157901 Ontario Inc. ASL Global Logistics	Truck - Mixed	AOBM	48977	1154243	148084145
<input type="checkbox"/>	AAA Cooper Transportation	Truck - LTL/Dry Van	AJCT	55888	092361	
<input type="checkbox"/>	ACE Forwarding, Inc.	Truck - Mixed	AFWD	307158	858111	
<input type="checkbox"/>	Avert Express	Truck - Mixed	AVRT	121605	036824	
<input type="checkbox"/>	Avert Express	Truck - Mixed	AVRT	121800	036804	
<input type="checkbox"/>	Blue Streak Courier Service Inc.	Truck - Mixed	BKCG	190454	067957	7323
<input type="checkbox"/>	Bull Express, LLC	Truck - Mixed	BOPE	408074	952587	
<input type="checkbox"/>	Combined Transport, Inc. Blackwell Consolidation - Combined Transport Inc.	Truck - Flatbed	CMBO	152144	194077	
<input type="checkbox"/>	ContainerPort Group, Inc. Intermodal	Truck - Dry	CPDP	152125	232734	
<input type="checkbox"/>	Exels Forwarding Worldwide, LLC. EPW	Logistics - General	EPWW, EP5D, EPVE, EFTL	801982	255256	

Showing 1 to 10 of 24 entries

Previous 1 2 3 Next

[Add Carrier\(s\) to my list](#) [Delete Carrier\(s\)](#) [Return to Home Page](#) [Return to Select Carriers](#) [Help](#)

Manually Select SmartWay Carriers



- Multiple ways to narrow your SmartWay carrier selection
- Alpha sort
- SCAC
- MCN
- DOT
- NSC
- Truck Category

Add SmartWay Carriers Screen

Use this page to find and select SmartWay Partners using the filters and sort arrows in the column headers to narrow your search as needed. Check the Add Carrier box to the left to select specific carriers. When finished click the Add Carrier(s) to My List button to see your carriers.

Figure 18. Add SmartWay Carriers to My List Screen

SmartWay Online Logistics Tool

Add Carrier(s) to my list: [Example BU: Line Haul](#)

This page allows you to find and select carriers you use that are currently SmartWay Partners. First use the filters and sorting arrows in the column headers to narrow your search as needed. You may apply filters to multiple columns to quickly find your carriers. Once found, check the 'Add Carrier' box for that carrier and select the 'Add Carrier(s) to my list' button. You may check multiple carriers at a time before selecting the 'Add Carrier(s) to my list' button, but the Add Carrier checkbox must be visible when the button is pushed.

Available SmartWay Carriers:

Show | 15 | entries

Add Carrier	Carrier Name	Mode - SmartWay Category	SCAC	MCN	DOT	NSC
<input type="checkbox"/>	1-Bridge Logistics Corp.	Logistics - General	DBBL	330026	3537559	
<input type="checkbox"/>	1186981 Canada Inc	Truck - TL/Dry Van	COOP	1128786	3434746	
<input type="checkbox"/>	1351515 ONTARIO INC dba HANS TRANSPORT	Truck - TL/Dry Van	HAIQ		3317416	
<input type="checkbox"/>	1425492 Ontario Inc DBA RS Carier	Truck - Refrigerated	OPFR	481755	1137120	141964394
<input type="checkbox"/>	1541335 Ontario Inc. Road Link Xpress	Truck - TL/Dry Van	ROAD	442592	1063823	143440740
<input type="checkbox"/>	1569514 ONTARIO LTD dba ANKAM LOGISTICS	Truck - TL/Dry Van	AKQL		2031193	
<input type="checkbox"/>	1615279 Ontario Inc. dba DM Transport INC	Truck - Mixed	DMRH	310434	2594301	153740305
<input type="checkbox"/>	181 Choice Logistics LLC	Logistics - General		833661	2423750	
<input type="checkbox"/>	181 Express Inc	Truck - TL/Dry Van	FREP	101448	284608	
<input type="checkbox"/>	2038222 ONTARIO INC dba NORTHLINE PLATED SERVICES	Truck - Flatbed	NFSS		2407892	






Showing 1 to 10 of 3,172 entries

Previous 1 2 3 4 5 ... 316 Next

[Add Carrier\(s\) to my list](#) [Return to Your List](#) [Help](#)

Select Carriers



-  Auto Populate
-  Import
-  Manually Select SmartWay Carriers
-  Manually Select Non-SmartWay
-  Export Carriers

SmartWay Online Logistics Tool



Select Carriers: Targaryen Logistics

Select one or more of the links below to identify and select the carriers you used to move your freight in the current reporting period. These options are not mutually exclusive. For example, you can start by selecting 'Auto Populate Carriers' to load the carriers from your approved submission from last year. You can then modify this list of carriers using one or both of the 'View and Manually Select Carriers' options, allowing you to remove and/or add carriers. You can also Export your list of selected carriers, merge in the activity data for each carrier using Excel, and then Import the updated file back into the tool.

When you are finished selecting your carriers, select the 'Enter Activity' button to proceed to the next step.

- [Auto Populate Carriers](#) - Use this option to load the carriers from your approved tool submission from last year. After you have brought in these carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
- [Import Carriers](#) - Use this option to import your carriers from an Excel file. You can include each carrier's activity data. After you have imported your carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
NOTE: the format of the Excel file used in this tool is not the same format that is used in the SmartWay Excel Logistics Tool. [The new format is described in the User Guide.](#)
- [View and Manually Select SmartWay Carriers](#) - Use this option to identify and select your carriers from the current list of SmartWay partners. If you have a small number of carriers (e.g., 50 or less), this option might be your preferred approach. If you used the Auto Populate function, you can use this option to add and remove SmartWay carriers.
- [View and Manually Select Non-SmartWay Carrier Modes/Categories](#) - Use this option to select your Non-SmartWay carriers (e.g., Non-SmartWay Truckload/Dry Van, Non-SmartWay Logistics). If you used the Auto Populate function, you can use this option to add and remove Non-SmartWay carriers. If you do not use any Non-SmartWay Carriers you must still select this option to confirm that you do not use Non-SmartWay carriers.
- [Export Carriers](#) - Use this option to export your current list of carriers or the entire set of SmartWay Carriers and Non-SmartWay Carrier Modes/Categories into an Excel file. You can then modify the file to edit your carrier list and activity data for importing back into the tool.

[Return to Home Page](#)

[Enter Activity](#)

[Help](#)

Non-SmartWay



Remember to add your non-SmartWay carriers!

Most companies use some non-SmartWay carriers

View and Manually Select Non-SmartWay Carrier Modes/Categories Screen

If you only use SmartWay carriers, select **Option 1**, the "I do not use any Non-SmartWay Carriers" box and select Confirm to proceed. (If you wish to enter Non-SmartWay carriers after selecting Option 1, uncheck the "I do not use Non-SmartWay Carriers box" and select Confirm.)

Figure 19. Manually Select Non-SmartWay Carrier Modes/Categories Screen, Option 1

SmartWay Online Logistics Tool

View and Manually Select Non-SmartWay Carrier Modes/Categories: Example BU: Line Haul

Option 1: If you do not use Non-SmartWay carriers, check the box below and select the 'Confirm' button confirm.

I do not use Non-SmartWay Carriers

Option 2: If you use Non-SmartWay carriers, select the Non-SmartWay carrier types from the list below and then select the 'Add Selected Carrier Type' button. Then enter the number of Non-SmartWay carriers for each type selected. For truck carriers select the specific carrier type if known (e.g., Non-SmartWay Truck - Flatbed) which will give you more precise emission estimates, or select Non-SmartWay Truck - General if unknown.

* Denotes a required field

Available Non-SmartWay Carrier Types

Select a Non-SmartWay Carrier Type

Selected Non-SmartWay Carrier Types

Delete Carrier Type	Carrier Type	Number of Carriers *

Non-SmartWay

- Select your non-SmartWay
- Note: You only need to identify the type of non-SmartWay, you do not need to individually identify each non-SmartWay carrier

Figure 20. Manually Select Non-SmartWay Carrier Modes/Categories Screen, Option 2

SmartWay Online Logistics Tool

View and Manually Select Non-SmartWay Carrier Modes/Categories: **Example BU: Line Haul**

Option 2: If you use Non-SmartWay carriers, select the Non-SmartWay carrier types from the list below and then select the 'Add Selected Carrier Type' button. Then enter the number of Non-SmartWay carriers for each type selected. For truck carriers select the specific carrier type if known (e.g., Non-SmartWay Truck - Flatbed) which will give you more precise emission estimates, or select 'Non-SmartWay Truck - General' if unknown.

* Denotes a required field

Available Non-SmartWay Carrier Types

Select a Non-SmartWay Carrier Type | **Add Selected Carrier Type**

- non-SmartWay Air Carrier - Long Haul
- non-SmartWay Air Carrier - Short Haul
- non-SmartWay Barge Carrier
- non-SmartWay Logistics Carrier
- non-SmartWay Truck Carrier - Auto Carrier
- non-SmartWay Truck Carrier - Dry
- non-SmartWay Truck Carrier - Expedited
- non-SmartWay Truck Carrier - Flatbed
- non-SmartWay Truck Carrier - Heavy Bulk
- non-SmartWay Truck Carrier - Mixed
- non-SmartWay Truck Carrier - Moving
- non-SmartWay Truck Carrier - Specialized
- non-SmartWay Truck Carrier - TLDry Van
- non-SmartWay Truck Carrier - Tanker






Selected Non-SmartWay Carrier Types

Delete Carrier Type	Carrier Type	Number of Carriers *
<input type="checkbox"/>	non-SmartWay Truck Carrier - General	<input type="text" value="2"/>
<input type="checkbox"/>	non-SmartWay Truck Carrier - TLDry Van	<input type="text" value="1"/>
<input type="checkbox"/>	non-SmartWay Truck Carrier - Package	<input type="text" value="1"/>
<input type="checkbox"/>	non-SmartWay Truck Carrier - Refrigerated	<input type="text" value="1"/>

Save Number of Carriers | **Delete Selected Carrier Types**

[Return to Select Carriers](#) | [Help](#)

Select Carriers

-  Auto Populate
-  Import
-  Manually Select SmartWay Carriers
-  Manually Select Non-SmartWay
-  Export Carriers

SmartWay Online Logistics Tool



Select Carriers: Targaryen Logistics

Select one or more of the links below to identify and select the carriers you used to move your freight in the current reporting period. These options are not mutually exclusive. For example, you can start by selecting 'Auto Populate Carriers' to load the carriers from your approved submission from last year. You can then modify this list of carriers using one or both of the 'View and Manually Select Carriers' options, allowing you to remove and/or add carriers. You can also Export your list of selected carriers, merge in the activity data for each carrier using Excel, and then Import the updated file back into the tool.

When you are finished selecting your carriers, select the 'Enter Activity' button to proceed to the next step.

- [Auto Populate Carriers](#) - Use this option to load the carriers from your approved tool submission from last year. After you have brought in these carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
- [Import Carriers](#) - Use this option to import your carriers from an Excel file. You can include each carrier's activity data. After you have imported your carriers, you can send a reminder email to those SmartWay carriers who haven't submitted their data for the current year.
NOTE: the format of the Excel file used in this tool is not the same format that is used in the SmartWay Excel Logistics Tool. [The new format is described in the User Guide.](#)
- [View and Manually Select SmartWay Carriers](#) - Use this option to identify and select your carriers from the current list of SmartWay partners. If you have a small number of carriers (e.g., 50 or less), this option might be your preferred approach. If you used the Auto Populate function, you can use this option to add and remove SmartWay carriers.
- [View and Manually Select Non-SmartWay Carrier Modes/Categories](#) - Use this option to select your Non-SmartWay carriers (e.g., Non-SmartWay Truckload/Dry Van, Non-SmartWay Logistics). If you used the Auto Populate function, you can use this option to add and remove Non-SmartWay carriers. If you do not use any Non-SmartWay Carriers you must still select this option to confirm that you do not use Non-SmartWay carriers.
- [Export Carriers](#) - Use this option to export your current list of carriers or the entire set of SmartWay Carriers and Non-SmartWay Carrier Modes/Categories into an Excel file. You can then modify the file to edit your carrier list and activity data for importing back into the tool.

[Return to Home Page](#)

[Enter Activity](#)

[Help](#)

Export

Export Carriers Screen

You may export carrier information to an Excel file for additional processing. Using Excel, you can enter or change Activity Data or merge the exported carrier information with data from your in-house shipping applications. There are two options for exporting carriers.

1. You may select the "Export All SmartWay and non-SmartWay Carriers" button to create and save an Excel file with a complete list of all current SmartWay Carriers and non-SmartWay Carrier Modes/Categories. You may then manipulate the file offline, deleting carriers you do not use, and entering activity data for your carriers. Once complete you may import the updated file back into this online logistics tool.
2. You may export the list of carriers selected using the other online tool functions (Auto Populate, Import, and Manual Selection). Once you have created your list of carriers, you can use the "Export Selected Carriers" button to create and save an Excel containing these carriers.



Nice to Save for Next year

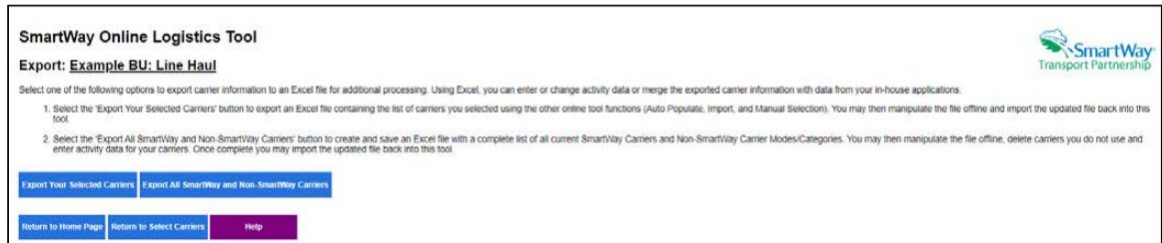


Good for additional analysis



Export can be used as a basis for sorting and importing too.

Figure 21. Export Carriers Screen



The screenshot shows the 'SmartWay Online Logistics Tool' interface. At the top right is the SmartWay Transport Partnership logo. Below the title, it says 'Export: Example BU: Line Haul'. A paragraph of text explains the export options. Below this are two blue buttons: 'Export Your Selected Carriers' and 'Export All SmartWay and Non-SmartWay Carriers'. At the bottom are three smaller buttons: 'Return to Home Page', 'Return to Select Carriers', and 'Help'.

SmartWay Online Logistics Tool

Export: Example BU: Line Haul

Select one of the following options to export carrier information to an Excel file for additional processing. Using Excel, you can enter or change activity data or merge the exported carrier information with data from your in-house applications.

1. Select the "Export Your Selected Carriers" button to export an Excel file containing the list of carriers you selected using the other online tool functions (Auto Populate, Import, and Manual Selection). You may then manipulate the file offline and import the updated file back into this tool.
2. Select the "Export All SmartWay and Non-SmartWay Carriers" button to create and save an Excel file with a complete list of all current SmartWay Carriers and Non-SmartWay Carrier Modes/Categories. You may then manipulate the file offline, delete carriers you do not use and enter activity data for your carriers. Once complete you may import the updated file back into this tool.

Export Your Selected Carriers Export All SmartWay and Non-SmartWay Carriers

Return to Home Page Return to Select Carriers Help

Export File



- Note the format is the same as Import.
- Some carriers that have small changes in their carrier base prefer to export their previous year's carriers and modify them for import
- Even if your carriers are the same year to year, your Activity data will change

CARRIER_ID	CARRIER_NAME	CARRIER_MODE	SCAC	MCN	DOT	NSC	AVAILABLE_ACTIVITY_DATA	PAYLOAD_DISTANCE	DISTANCE	AVERAGE_PAYLOAD	NON_SW_CARRIER_COUNT	PARTNER_CARRIER_ID
59843A	H Cartage, Inc.	Truck	AHGG	196753	296708		b		123456	6172	20	
61540A	7 Transport Expedited LLC	Truck	ASVE	954297	2846156		b		2345670	120290	19.5	
59004A	and S Transport Inc.	Truck	ANSK	1351254	3777827		b		3456789	164609	21	
59328A	i Express Inc.	Truck	AIEP	629066	1715071		a		2000000	100001	19.9998	
59324A	i Transport Inc.	Truck	AITT	629165	1715348		a		3000005	151001	19.86745121	
58732A	M Logistics Solutions, Inc. DBA DK Express	Truck	DEGX	505056	1301596		a		4000004	200222	19.97784459	
60474A	M Transport, LLC: Dry Van Fleet	Truck	ALKM	217072	344894		c		5500110	250005	22	
60472A	M Transport, LLC: Flatbed Fleet	Truck	ALKM, AFLJ	217072	344894		c		8500085	500005	17	
60473A	M Transport, LLC: Tautliner Fleet	Truck	ALKM	217072	344894		d		7697770	444444	17.32	
300000023	BNSF Railway Company	Rail					a		55555555	999999	55.55561056	
-1non-SmartWay	Truck Carrier - General	Truck					d		68533406	4251452	16.12	5

Entering Activity Data

- Manual entering of Activity Data
- Select “Edit”
- Choose Input type
 - Ton-miles and miles
 - Ton-miles and Payload
 - Miles and Payload
 - Total Miles (Truck)
- Enter Activity Data
- Repeat

Figure 22. Activity Screen

SmartWay Online Logistics Tool

Activity Data: Example BU: Line Haul

The SmartWay Carriers and Non-SmartWay Carrier Types you selected are shown below. You may filter your list by using the 'Filter Method' dropdown list and 'Submit' button on the right side of the screen. The possible Statuses are

- **INCOMPLETE:** Carriers that do not have all of their activity data entered. Use the **EDIT** link on the right side of the row to finish entering the carrier's activity data. Carriers with a Status of 'incomplete' must be updated in order to continue.
- **ENTERED:** Carriers that have all of their activity data entered. No action is needed for these rows but you can use the **EDIT** link to modify the activity data if needed.

You may only edit one row at a time. After you have finished editing a carrier row, select the 'Submit' button for that row to save your changes. If you start to edit a carrier row and change your mind, use the 'Cancel' button to exit the edit mode and restore the carrier's previous activity data.

* Denotes a required field

Filter Method
Show all carriers

Example BU: Line Haul: Carriers

Show | 12 | entries





Carrier Name *	Mode - SmartWay Category	Available Activity Data *	Ton Miles *	Total Miles *	Average Payload *	Status	Actions
1579901 Ontario Inc. ASL Global Logistics	Truck - Mixed	Only Total Miles <input type="button" value="▼"/>	1,049,590	88,888	11.01	Entered	EDIT
AAA Cooper Transportation	Truck - LTL/Dry Van	Ton Miles & Total Miles <input type="button" value="▼"/>	1,111,111	555		Incomplete	EDIT
ACE Forwarding, Inc.	Truck - Mixed	Ton Miles & Total Miles <input type="button" value="▼"/>	100,000	20,000	5.00	Entered	EDIT
Averitt Express	Truck - Mixed	Ton Miles & Total Miles <input type="button" value="▼"/>	2,388,637	160,239	14.41	Entered	EDIT
Averitt Express	Truck - Mixed	Ton Miles & Avg Payload <input type="button" value="▼"/>	2,358,617	232,495	19.14	Entered	EDIT
Blue Streak Courier Service Inc.	Truck - Mixed	Ton Miles & Total Miles <input type="button" value="▼"/>	2,407,397	83,555	28.61	Entered	EDIT
Boh Express, LLC	Truck - Mixed	Ton Miles & Total Miles <input type="button" value="▼"/>	1,209,871	84,542	14.31	Entered	EDIT
Combined Transport, Inc. Blackwell Consolidation, Combined Transport, Inc.	Truck - Flatbed	Ton Miles & Total Miles <input type="button" value="▼"/>	1,234,561	86,516	14.27	Entered	EDIT
ContainerPart Group, Inc. Intermodal	Truck - Dry	Only Total Miles <input type="button" value="▼"/>	1,125,202	87,505	12.97	Entered	EDIT
Estes Forwarding Worldwide, LLC. EPW	Logistics - General	Ton Miles & Total Miles <input type="button" value="▼"/>	1,203,941	90,404	14.19	Entered	EDIT

Showing 1 to 10 of 26 entries

Previous Next

Activity Data Tips




-  Enter the amount of freight per carrier fleet- NOT per shipment. If you input by shipment (possibly millions of lines of data- you will likely get a failure, and if not- your PAM will not be able to approve.)
-  Watch the results- if you enter miles and ton-miles, look at the calculated payload. A payload of 1,000 tons on a dry-van truck means an error exists. (*Note: This will also be flagged during the proceeding data validation checks.*)
-  When you collect your data- sort it by most used carrier to least and see if the trend makes sense- do you see a small carrier with too much freight?
-  Establish an annual data reporting and retrieval system that you systematize and pass onto future employees who are responsible for your SmartWay submission


Data Quality Checks

 The tool includes many data quality checks to ensure accurate data entry

- Rounded numbers
- Duplicate entries
- Low non-SmartWay miles
- Unexpected SmartWay %
- Out of Range and over reported alerts

 Click on the Data Quality category to see the details of issues that need to be addressed

SmartWay Online Logistics Tool



Data Quality: LMC Logistics Example: Retail

To help partners submit the best information possible, the Data Quality checks displayed below identify **possible** issues in your data. **Review each Data Quality check by clicking on the gray bar.** Review each section carefully. If necessary, return to the Activity Data screen and revise your data. Otherwise you can enter an explanation where needed and/or check the **"My data is correct"** box at the bottom of the section to proceed.

* Denotes a required field

Rounded Activity Data - this has been addressed	Data Quality Check Criteria
Duplicate Carrier Activity Data - this has been addressed	Data Quality Check Criteria
Low Non-SmartWay Total Miles - this has been addressed	Data Quality Check Criteria
Unexpected % SmartWay Values - this has been addressed	Data Quality Check Criteria
Out of Range and Overreported Alerts - this has been addressed	Data Quality Check Criteria

[Return to Home Page](#) [Return to Activity Data](#) [Save](#) [Save and Continue](#) [Help](#)

Out of Range Alerts

Out of Range and Overreported Alerts - this has been addressed

[Data Quality Check Criteria](#)

Payload Out of Range Alert: 'Yellow' and 'Red' entries in the Payload Out of Range Alert column indicate the average payload for a carrier is outside the expected range for typical carriers of the same Mode/SmartWay Category. 'Red' indicates payloads are far outside the expected range, while 'Yellow' indicates payloads are somewhat outside the expected range. Select the EDIT link to adjust your payload values if needed, otherwise you can enter explanations in the "Out of Range Explanation(s)" box below. Red entries require an explanation, while explanations for yellow entries are optional.

Overreported Alert: 'Red' entries in the Overreported Alert column indicate the Total Miles or Ton-Miles you reported for those carriers is greater than expected based on the activity reported by the carriers in their latest submission. This could be an error on your part, OR the carriers may not have reported all of their activity. Please make sure you selected the correct carrier fleet (some carriers report multiple fleets), and the activity level attributed to each carrier is accurate. If you believe your data is correct, simply check the 'My Data is Correct' checkbox below and SmartWay will follow up with the carrier(s) regarding their reported activity levels.

Show entries

Carrier Name	Mode - SmartWay Category	Available Activity Data	Ton-Miles	Total Miles	Average Payload	Payload Out of Range Alert	Overreported Alert	Corrections
A & H Cartage, Inc.	Truck - LTL/Dry Van	Ton-Miles & Avg Payload	123,456	6,172	20.00	Yellow		EDIT
A and S Transport Inc.	Truck - Flatbed	Ton-Miles & Avg Payload	3,456,789	164,609	21.00		Red	EDIT
A&M Transport, LLC: Dry Van Fleet	Truck - TL/Dry Van	Total Miles & Avg Payload	5,500,110	250,005	22.00	Yellow		EDIT

Showing 1 to 3 of 3 entries

Previous Next

• Payload Out of Range Alert(s):

Out of Range Explanation(s)

This is an example to illustrate this feature

• Overreported Alert(s):

My data is correct. Please contact the carrier(s) to address possible activity reporting errors on their part.*



Overreported alerts address if you indicate you have moved more freight with a carrier than that carrier reported to SmartWay



Either:

- An error was made in carrier selection, or data entry
- The carrier didn't report all their activity

Review Your Information!



1. **Business Unit Report** - This report summarizes how you characterized your business unit(s), overall emissions performance, and % SmartWay results.
2. **Carrier Activity Report** - This report presents the data availability selection and activity levels specified for each carrier as well as their associated % SmartWay Values.
3. **Out of Range and Overreported Alerts Report** - This report summarizes 1) carrier payload values that fall outside of expected ranges and associated explanations, and 2) carrier-specific mile or ton-mile values that exceed the totals reported for that carrier.
4. **Emissions by Carrier Report** - This report shows the performance metrics (g/mile and g/ton-mile) by pollutant for each carrier, as well as total emissions (in tons), sorted by SmartWay Category and mode.
5. **Emissions by Mode Report** - This report shows the performance metrics (g/mile and g/ton-mile) as well as total emissions (in tons) by pollutant, aggregated by carrier mode.
6. **Business Unit Ton-Miles by Mode Report** - This report shows the percentage of ton-miles by mode for each logistics business unit used.
7. **Public Disclosure Report** - This report summarizes your emission results in a format common to other carbon reporting systems, such as the Greenhouse Gas Reporting System.



Must view each report in order to proceed and submit



You invested the time entering data, you should see the results



Quality control review



Hopefully shows insights into your freight emissions and optimization



To print or save reports as a pdf: Right mouse click and select your option

Submitting



- 🌿 Submits your information electronically to SmartWay
- 🌿 Make sure to click both the acknowledgement box and the Submit button
- 🌿 You should get a confirmation email it was received (unless your security blocks it)
 - Make epa.gov and erg.com a “trusted source” in your email system
- 🌿 Your PAM will review your Tool

SmartWay Online Truck Tool for All Carriers



Submit Your Information to EPA

By checking the box below, I declare that the information submitted via this Tool is, to the best of my knowledge, accurate. I understand that any person who, in the course of negotiating or performing under this Agreement, makes, presents or submits a false or misleading statement to the government, or any person who makes a material omission in the course of negotiating or performing under this Agreement, may be subject to liability under all applicable civil and criminal statutes including 18 U.S.C. 1001 (criminal liability for false statements), 31 U.S.C. 3801 - 3812 (civil liability for false statements) and 31 U.S.C. 3729-33 (The False Claims Act).

I understand and agree to the terms of this agreement.

[Return to Home Page](#)

[Submit](#)

Approval Submission Email



- 🌿 After you submit your tool, your PAM will review it.
- 🌿 Once approved, you will receive an email indicating you have been approved, or a welcome letter if you are a new partner.
- 🌿 Your company will show up on the SmartWay Partner list at:
<https://www.epa.gov/smartway/smartway-partner-list>
- 🌿 Partners can now access these files in a 'partner only' portal at:
<https://app4.erg.com/smartwayweb/portal/Login.cfm>

Rhaenyra

Thank you for your continued participation in the SmartWay program! I have approved your [Reporting Year] tool with [Data Year] data. Your company's SmartWay Partner registration is valid until your next annual update is due.

For your information, you can access the following documents in your secure SmartWay Portal (in addition to other valuable Partner information) by entering your SmartWay ID ([SmartWayID]) at <https://app4.erg.com/smartwayweb/portal/login.cfm?language=ENG>:

- **SmartWay Registration Document** - the document that *verifies that your company is a SmartWay Partner*
- **SmartWay Partner Logo** - available for your company to use *if you have submitted your tool on time*
- **Optional SmartWay Satisfaction and Feedback Survey** - if you didn't have time to complete the survey in your tool submission, we encourage you to complete it and submit it to SmartWay at your leisure, because *we value your input*

The U.S. Environmental Protection Agency (EPA) applauds the renewal of your SmartWay partnership, and looks forward to working with you to achieve your freight efficiency goals. To assist you in achieving those goals, SmartWay has provided a variety of information resources on strategies and technologies to help you improve your efficiency on the SmartWay website.

Why not check out what's available at <https://www.epa.gov/smartway/smartway-logistics-company-partner-tools-and-resources> and look past the sections with the tool and user guides to explore the sections below, "Watch Training Webinars" and "Improve Your Performance," for topics that can help you move your sustainability journey forward.

Regards,

Survey

The SmartWay Portal

The SmartWay Portal is a resource for SmartWay Partners and eligible companies that are interested in partnering up with SmartWay. The portal options that are listed below reflect what type of partner, prospect, or applicant you are (e.g., a Truck Carrier), as well as whether you are working with the US Environment Protection Agency or Natural Resources Canada. For example, partners can use this portal to obtain their SmartWay Registration document and SmartWay Logo files. If you have any questions, please contact your SmartWay Partner Account Manager or SmartWay recruiter.

Tools

- [Online Logistics Tool](#)
 - [Begin Now](#)
 - [Example Tool](#)
 - [Provide Feedback for the Online Logistics Tool \(10 question survey\)](#) ←
 - [User Guide for the SmartWay Online Logistics Tool](#)
 - [Technical Documentation for the SmartWay Online Logistics Tool](#)

Logo

- [Logo Resources](#)

Resources, Reports & Optional Calculators

- [Sample SmartWay Partner Press Release \(docx\)](#)
- [Carrier emissions results - Data year 2021](#)
- [SmartWay LTL Carbon Calculator](#)

SmartWay partners that are increasing less-than-truckload (LTL) shipping to move goods may be looking for ways to reduce carbon emissions from LTL. The EPA, as part of a collaboration with several SmartWay partners, developed the SmartWay LTL Carbon Calculator to support these sustainability efforts.

- [Begin Now](#)
- [Technical Documentation](#)

Your SmartWay Registration Document



Please fill out the Survey in the Partner Portal



Provide Feedback for the Online Logistics Tool (10 question survey)

Please complete this quick (10 question) survey to provide us your opinion on the Online Tool

1. Compared to the Excel Tool, the time spent to fill out the Online Tool this year was:

- Much less (More than 50% shorter) Slightly less (More than 25% shorter) About the same
 Slightly more (More than 25% longer) Much more (More than 50% longer)

2. The Online Tool was easy to use:

- Very much agree Somewhat agree Neutral Somewhat disagree Very much disagree

3. The amount and quality of the instructions were:

- Perfect Good Acceptable Needs Work Not understandable

4. The tool's error checking and submission process was:

- Very easy and understandable Somewhat easy and understandable Just acceptable Confusing but I figured it out
 Not understandable

5. Logging into the SmartWay portal was easy:

- Very much agree Somewhat agree Neutral Somewhat disagree Very much disagree

6. Uploading your past year's data worked well:

- Very much agree Somewhat agree Neutral Somewhat disagree Very much disagree

7. The year-to-year comparison worked well:

- Very much agree Somewhat agree Neutral Somewhat disagree Very much disagree



10 Question Survey

- 9 “Checkbox” Questions
- 1 Open Ended Question



Please complete this as it is an important diagnostic tool for SmartWay



Use Question 10 for any suggestions!

Registration Documents



- Available in the SmartWay Partner Portal
- SmartWay Registration Docs are for partners to display in their lobby, website, or advertisements.

Demonstration of the 2023 Logistics Tool

2023 SmartWay Tool Schedule



Questions?



THANK YOU for being a SmartWay Partner!

SmartWay website: <https://www.epa.gov/smartway>

SmartWay Hotline: 734-214-4767

SmartWay email: smartway_transport@epa.gov

