



Combined Air Emissions Reporting System (CAERS)

Welcome to CAERS
for New Tennessee
Preparers and Certifiers

12/01/2025

- Keep yourselves muted, type your questions in the chat box. We will pause at times to review incoming questions as we go.
- A copy of this power point presentation, and the recording of the webinar will be available for distribution after the training on the [CAERS website](#) as soon as possible.

Goal of Training

Provide new CAERS users with an understanding of:

- What is CAERS?
- User Roles
- System Requirements
- TRI-bound HAPS Data
- Timing of Submissions
- Registration Process
- Highlights of CAERS Features
- Help and Resources

Disclaimers

This presentation is intended for instructional purposes only. Any data or facility information shown in the training, is for illustration purposes, and does not constitute a facility's actual live report for any given inventory year.

What is CAERS?

Combined Air Emissions Reporting System (CAERS) is an application that allows industry from subscribed State, Local, or Tribal authorities (or SLTs) to report their air emissions so you can:

- Meet SLT-specific air emissions reporting requirements
- Report annually or triennially to Air Emissions Reporting Rule (AERR per 40 Code of Federal Regulations or CFR, Part 51) via your SLT.
- Optionally, get a head start on Toxics Release Inventory (TRI) air toxics emissions (per 40 CFR, Part 372), to be finished in TRI-MEweb

You should check with your SLT to determine if you meet the criteria for reporting.

System Requirements

To use CAERS, you will need:

- A recent version of any internet browser such as Chrome, Explorer, Edge, or Firefox. Your internet connectivity and facility report size will determine how fast the system will respond.
- Microsoft Excel: Bulk uploads will be in “XLSX”.
- Optional: reporters can upload reports in JSON.
- A login.gov account.

CAER User Roles - Preparer

Authorized to prepare an emissions report for that facility (e.g., consultant, staff person working for the facility).

- May have more than one preparer per facility (each with your own account, each account associated to the facility). If submitting HAPs data for TRI within CAERS, this could include the TRI preparer.
- May have a single preparer for more than one facility (with your individual account associated with several facilities).
- Cannot certify and submit the report on behalf of the facility.

CAERS User Roles - Certifier

Can prepare the emissions report and is also authorized to certify the emissions report to meet your legal obligation for reporting to your SLT.

- May have only *one* Certifier for a facility.
- May have a single Certifier for more than one facility (multiple facilities associated with the certifier account).
- If also is the preparer ***only need one*** NEI Certifier CAERS account.

Total toxics air emissions are made available for TRI-MEweb once the facility has certified the report in CAERS. Certification of the report signals to CAERS that the report is complete, but it *is not* a certification of the TRI submission. Toxics air data is certified in TRI-MEweb, not CAERS.

Preparer and NEI Certifier in MyCDX Page

When you go into your "My CDX" page, you will see your role listed next to your CAERS account.

Remember if you are both a Preparer and NEI Certifier for a given facility, you only need the NEI Certifier account.

The screenshot displays the EPA MyCDX Central Data Exchange interface. At the top, the EPA logo and "United States Environmental Protection Agency" are visible. A navigation bar includes links for Home, About, Recent Announcements, Terms and Conditions, FAQ, Help, and Virtual Assistant. The user is logged in as JSMITH, with a "Log out" link. The main content area is titled "CDX Central Data Exchange" and features a "MyCDX" tab. Below this, there are tabs for "Inbox", "My Profile", "Submission History", "Payment History", and "E-Enterprise Portal". The "Services" section is highlighted, showing a table with columns for "Status", "Program Service Name", and "Role". Two entries are listed for "CAER: Combined Air Emissions Reporting", with roles "NEI Certifier" and "Preparer". A red circle highlights the "NEI Certifier" role. To the right, there are sections for "CDX Service Availability" (with a link to "See the status for all program services") and "News and Updates" (with the text "No news/updates."). At the bottom, there are buttons for "Add Program Service" and "Manage Your Program Services". The footer contains contact information for the CDX Help Desk and various links, along with the EPA logo.

TRI – bound HAPs Data

If your SLT requires HAPs to be reported as part of your emissions inventory report, and/or your facility reports to TRI, this feature can help reporters save reporting time and be clear on the reported data in case there are questions.

CAERS aggregates shared HAP pollutant data to facility totals (stack and fugitive release types) and makes it ready for pre-population in TRI-MEweb.

How does this help facilities?

- Enter data into CAERS directly vs. separate workbooks for calculations of totals to then be entered to TRI-MEweb.
- SLT review of your criteria pollutant data *before* your data gets to TRI-MEweb gives you the opportunity to correct any related toxics data before it is available in TRI-MEweb.
 - E.g., SLT finds throughput error for a unit/process affecting CO and NOX, that is also affecting your VOC calculations. As you correct that throughput, all affected emissions are corrected.
- We encourage facilities to submit HAPS data at process level in CAERS.
 - If HAPS aren't reported, EPA does HAP augmentation on your data which could be inaccurate.
 - By submitting their own HAPs emissions at process level in CAERS, facilities take ownership of their data.
 - *Reach out and coordinate with the TRI reporter for your facility so data is consistently reported to both programs (NEI and TRI).*

Timing of Submissions

- TRI-MEweb submission deadline is July 1st
 - NEI/TRI facilities should certify their NEI forms *before* you start a TRI-MEweb submission because data is pushed from CAERS to TRI-MEweb.
 - Early data submittal and SLT review allows us to keep data consistent across NEI and TRI programs.
- To your SLT submission deadline date, factor in:
 - Tennessee's report submittal deadline is June 1st for all non-EGU facilities and July 1st for all EGU facilities.
 - Leave time for questions and resolution of issues and in case we need to address bugs.
 - Leave time for the SLT to review and issue corrections so any updated reports are certified and submitted before July 1st.

Registration: Include or delete registered Preparers and Certifiers **no later than two weeks after opening CAERS for 2025 Inventory Year (IY) Reporting** on January 5th, 2026, or as determined by your SLT.

Reporting: **Start** no later than **one month before** and **submit no less than 2 weeks before** the SLT deadline.

We want to avoid last minute submissions. Submit your data early!

Registration Process

Three major steps:

1. Establish reporting roles (especially Certifiers) with your SLT. Each SLT has their own process, so reach out to Tennessee staff with your questions about this.
2. Register
 - a) **New to CDX:** Register in CDX as a New User.
 - b) **Already have a CDX account:** Set up CAERS in CDX
3. Request access to your facility in CAERS.

1. Establish Preparer/Certifier Roles

Each SLT has its own process with its reporting facilities to establish who is preparer/certifier. If you have not heard from your SLT about this already, or if you are new and missed the relevant communication from them, you should reach out to them directly (see the POC information listed at the end of this presentation). ***Don't try to register in CDX until you've communicated with your SLT, to avoid further delays or unnecessary steps.***



What if I don't know who will certify yet? You will be able to begin the report, but you won't be able to certify and send it to your SLT for review yet. As soon as you know who your certifier will be, let your SLT know, and then the new certifier should go to CDX to register and can then certify and submit the report.



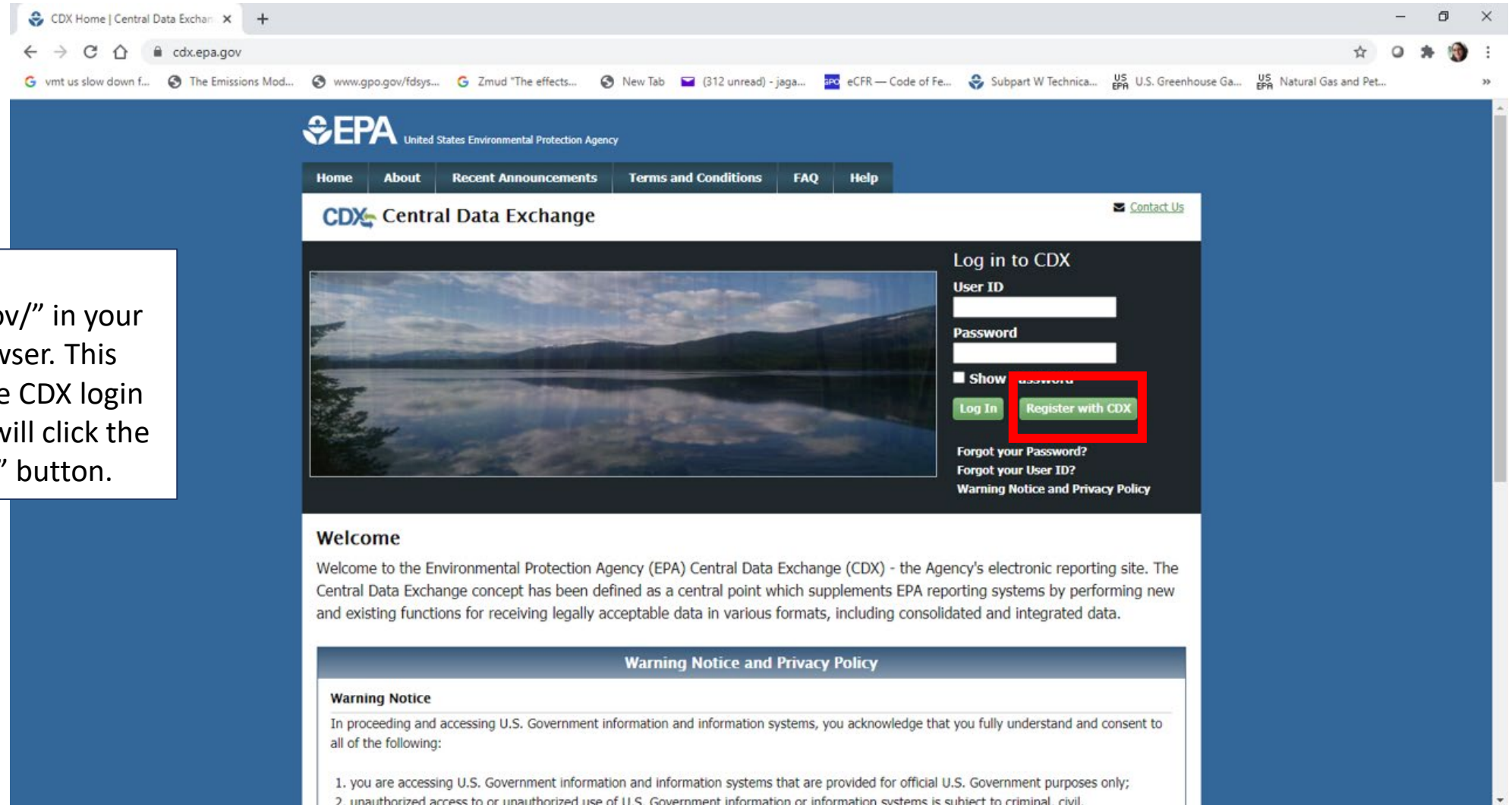
What if our preparer or certifier leaves the company? Let your SLT know of the staff change as soon as possible. The new staff person should register in CDX and CAERS per this presentation. The departing staff person should remove their association with the facility in CAERS and remove their CDX account if they will no longer need it. The SLT will remove the previous preparer/certifier in CAERS if the old preparer/certifier has not been removed within a reasonable amount of time.

2. a) Register in CDX as a New User

❖ If you already have a CDX account you may skip to 2 b).

CDX Login Page

Enter the URL
“https://cdx.epa.gov/” in your
preferred web browser. This
will bring you to the CDX login
screen where you will click the
“Register with CDX” button.



The screenshot shows a web browser window with the URL cdx.epa.gov. The page features the EPA logo and navigation links: Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The main heading is "CDX Central Data Exchange" with a "Contact Us" link. The login section is titled "Log in to CDX" and includes input fields for "User ID" and "Password". A "Show Password" checkbox is present, and the "Register with CDX" button is highlighted with a red box. Below the login section is a "Welcome" message and a "Warning Notice and Privacy Policy" section.

EPA United States Environmental Protection Agency

Home About Recent Announcements Terms and Conditions FAQ Help

CDX Central Data Exchange [Contact Us](#)

Log in to CDX

User ID

Password

Show Password

[Forgot your Password?](#)
[Forgot your User ID?](#)
[Warning Notice and Privacy Policy](#)

Welcome

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

Warning Notice and Privacy Policy

Warning Notice

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

1. you are accessing U.S. Government information and information systems that are provided for official U.S. Government purposes only;
2. unauthorized access to or unauthorized use of U.S. Government information or information systems is subject to criminal, civil,

CDX Terms and Conditions

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Home About Recent Announcements **Terms and Conditions** FAQ Help Virtual Assistant

CDX Terms and Conditions [Contact Us](#)

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

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

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2. unauthorized access to or unauthorized use of U.S. Government information or information systems is subject to criminal, civil, administrative, or other lawful action;

I am this registrant. I will not share my account, and I accept the terms and conditions, above.

Proceed [Cancel](#)

You will be directed to the Terms and Conditions screen for CDX registration. After reading these, check the box confirming that you are the registrant and click "Proceed" at the bottom left of your screen.

CDX CAERS Program Service Selection

You will be directed to a list of EPA Systems. Find “CAER: combined Air Emissions Reporting” in that list and click on it.

The screenshot shows the EPA CDX 'Edit Account Profile' page. At the top left is the EPA logo and 'United States Environmental Protection Agency'. A navigation bar includes links for Home, About, Recent Announcements, Terms and Conditions, FAQ, Help, and Virtual Assistant. The page title is 'CDX Edit Account Profile' with a 'Contact Us' link and user information 'Logged in as JSMITH (Log out)'. A progress bar shows three steps: '1. Program Service' (active), '2. Role Access', and '3. Organization Information'. Below this is a search instruction: 'Begin typing a program service name or related keywords to filter the list of available services (e.g., air quality system, AQS, or Clean Air Act)'. The 'Active Program Services List' section contains a search input field and a list of services: ARCS: Aircraft Reporting and Compliance System, BaSR: Burial at Sea, CAER: Combined Air Emissions Reporting (circled in red), CDRS: Consent Decree Reporting System, CEDRI: Compliance and Emissions Data Reporting Interface, CSPP: Submissions for Chemical Safety and Pesticide Programs, and eDisclosure: Voluntary Disclosure System.

CDX Program Service Search



- Home
- About
- Recent Announcements
- Terms and Conditions
- FAQ
- Help
- Virtual Assistant

CDX Core CDX Registration

[Contact Us](#)

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

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

Active Program Services List

CAER: Combined Air Emissions Reporting

Cancel

Or you can search for "CAER" in the Active Program Services List field. This will filter the list to only include "CAER: Combined Air Emissions Reporting". Select "CAER" from the list.

CDX Selecting a Role

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Home About Recent Announcements Terms and Conditions FAQ Help Virtual Assistant

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

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

Registration Information

Program Service	Combined Air Emissions Reporting
Role	Not selected

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

Select Role

Request Role Access

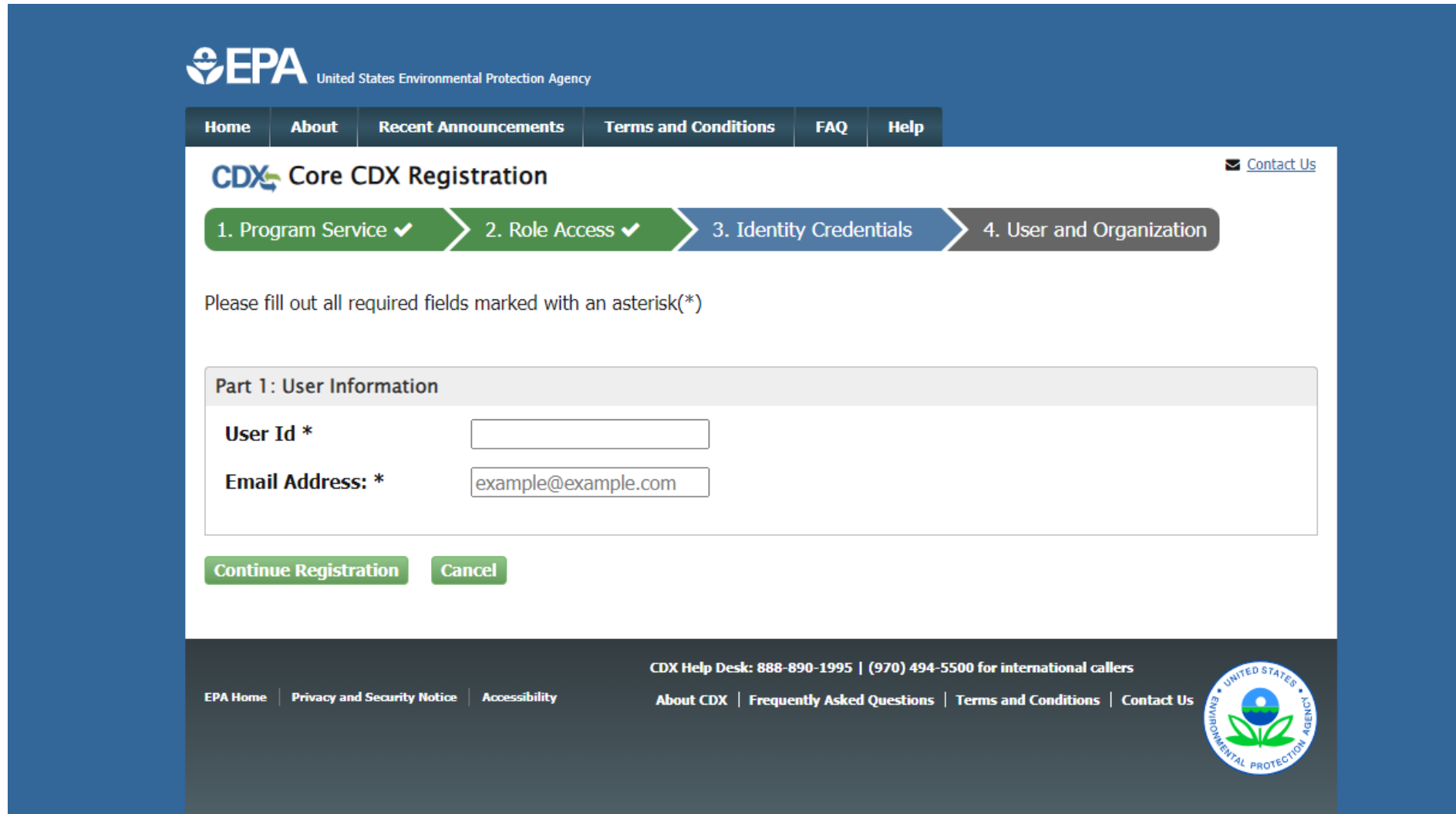
NEI Certifier
Preparer

If you are both preparer and certifier for a facility, you only need to select "Certifier".

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

EPA Home | Privacy and Security Notice | Accessibility | About CDX | Frequently Asked Questions | Terms and Conditions | Contact Us

Select Username and Enter Email



The screenshot shows the EPA website's CDX Core CDX Registration process. The header includes the EPA logo and navigation links: Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The main content area is titled "CDX Core CDX Registration" and features a progress bar with four steps: 1. Program Service (checked), 2. Role Access (checked), 3. Identity Credentials (current step), and 4. User and Organization. Below the progress bar, a message states: "Please fill out all required fields marked with an asterisk(*)". The "Part 1: User Information" section contains two input fields: "User Id *" and "Email Address: *". The "Email Address" field contains the text "example@example.com". At the bottom of the form, there are two buttons: "Continue Registration" and "Cancel". The footer includes contact information for the CDX Help Desk, links to EPA Home, Privacy and Security Notice, Accessibility, About CDX, Frequently Asked Questions, Terms and Conditions, and Contact Us, along with the EPA logo.

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Home About Recent Announcements Terms and Conditions FAQ Help

CDX Core CDX Registration [Contact Us](#)

1. Program Service ✓ 2. Role Access ✓ 3. Identity Credentials 4. User and Organization

Please fill out all required fields marked with an asterisk(*)

Part 1: User Information


User Id *

Email Address: *

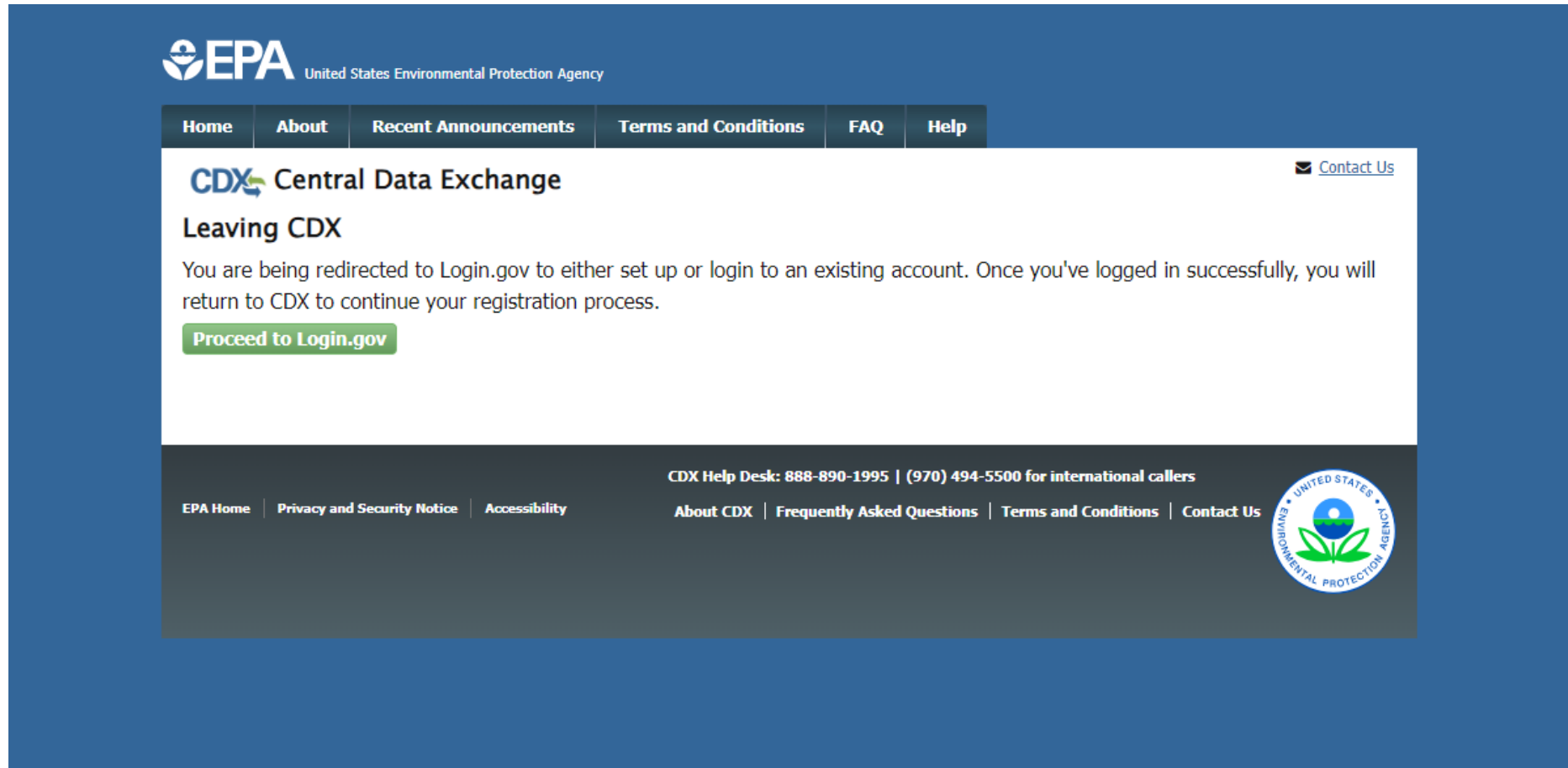
[Continue Registration](#) [Cancel](#)

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

[EPA Home](#) | [Privacy and Security Notice](#) | [Accessibility](#) | [About CDX](#) | [Frequently Asked Questions](#) | [Terms and Conditions](#) | [Contact Us](#)



Redirect to Register in Login.gov



The screenshot shows the EPA CDX Central Data Exchange website. At the top left is the EPA logo with the text "United States Environmental Protection Agency". A navigation bar contains links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. A "Contact Us" link with an envelope icon is in the top right. The main content area features the CDX logo and the heading "Leaving CDX". Below this, a message states: "You are being redirected to Login.gov to either set up or login to an existing account. Once you've logged in successfully, you will return to CDX to continue your registration process." A green button labeled "Proceed to Login.gov" is positioned below the message. The footer includes the CDX Help Desk phone numbers (888-890-1995 and (970) 494-5500), links for EPA Home, Privacy and Security Notice, Accessibility, About CDX, Frequently Asked Questions, Terms and Conditions, and Contact Us, and the EPA seal logo.

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[Home](#) | [About](#) | [Recent Announcements](#) | [Terms and Conditions](#) | [FAQ](#) | [Help](#)

CDX Central Data Exchange [Contact Us](#)


Leaving CDX

You are being redirected to Login.gov to either set up or login to an existing account. Once you've logged in successfully, you will return to CDX to continue your registration process.

[Proceed to Login.gov](#)

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

[EPA Home](#) | [Privacy and Security Notice](#) | [Accessibility](#) | [About CDX](#) | [Frequently Asked Questions](#) | [Terms and Conditions](#) | [Contact Us](#)



Create Account in Login.gov



EPA CDX Test is using Login.gov to allow you to sign in to your account safely and securely.

Sign in

Create an account

Sign in for existing users

Email address

Password

Show password

Sign in

Requirements for Login.gov Account

LOGIN.GOV
What is Login.gov? Who uses Login.gov? Create an account Help center

Create an account

Join the millions of people who trust Login.gov for safe, secure access to government agencies.

When you're ready to create your secure Login.gov account, you'll need to provide a few pieces of information:

- 1. Email address**
 - We recommend a personal email address that you'll always be able to access rather than a work email address.
 - If you already have an account with Login.gov with that email address, we'll send you an email to let you know how you can reset your password and access the account.
- 2. Secure password**
 - Passwords must be at least 12 characters and should not include commonly used words or phrases.
- 3. One or more [authentication methods](#) such as:**
 - More secure**
 - Face or touch unlock
 - Security key
 - Authentication application
 - Federal government employee or military identification (PIV/CAC)
 - Less secure**
 - Text/voice message
 - Backup codes

Depending on the security needs of the agency, you may need to prove your identity using a social security number, address, and/or U.S. based state-issued identification.

Your account for government
[Create an account](#)



1. Email address

- We recommend a personal email address that you'll always be able to access rather than a work email address.
- If you already have an account with Login.gov with that email address, we'll send you an email to let you know how you can reset your password and access the account.



2. Secure password

- Passwords must be at least 12 characters and should not include commonly used words or phrases.



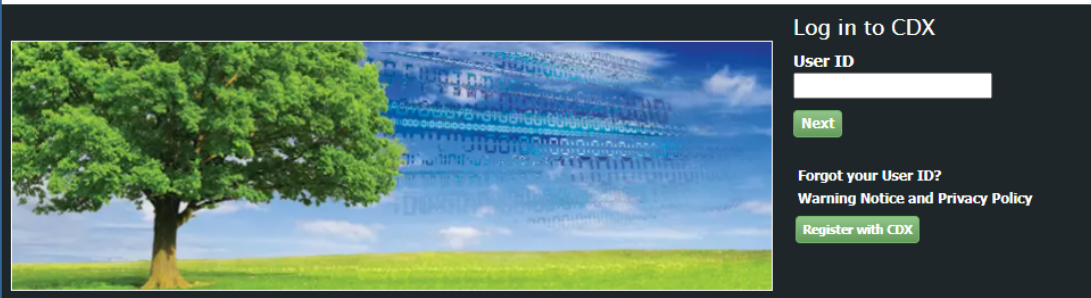
3. One or more [authentication methods](#) such as:

- More secure**
 - Face or touch unlock
 - Security key
 - Authentication application
 - Federal government employee or military identification (PIV/CAC)
- Less secure**
 - Text/voice message
 - Backup codes

CDX and Login.gov

After the steps to register in CDX, the system will go to login.gov to either create a new account or connect to an existing account. It is not necessary to make the login.gov account first and separately from the CDX registration.

Scroll down to the [FAQs](#) on the CDX main page if you need more information.



The screenshot shows the CDX login interface. On the left, there is a large image of a green tree in a field under a blue sky with digital data patterns. On the right, the login form is titled "Log in to CDX" and includes a "User ID" input field, a "Next" button, a link for "Forgot your User ID? Warning Notice and Privacy Policy", and a "Register with CDX" button.

Frequently Asked Questions

- ~ CDX
 - > Can I change My CDX User ID?
 - > How do I change the Prefix or Suffix on my name within my CDX account?
 - > How do I change the name on my CDX account?
 - > I am having issues answering my Security or Challenge questions during the submission process
 - > I have completed the process for a CDX password reset however, I have not received it
 - > Common Acronyms
 - > How do I migrate my account to login.gov?
 - > How do I login with my login.gov account?
 - ~ **How do I create a Login.gov account?**

Please visit the [Login.gov website](#) on how to create an account with them.
 - ~ **How should I configure my Login.gov Multifactor Authentication (MFA) methods?**

It is strongly recommended to set two or more authentication methods to your Login.gov account. If you lose access to your primary authentication method (e.g., lose your phone), you'll need an alternative authentication method to sign into your account.

2. b) Add CAERS to an Existing CDX Account

- ❖ If you have already used CDX in the past (e.g., to report to CEDRI), you will log in, follow the prompts, and add CAERS to your account.
- ❖ If you have not used CDX since the migration to Login.gov (Summer 2024), you will login to CDX as normal and then follow the prompts that will help you relate your CDX account to your Login.gov account.

CDX Adding a Program Service

The screenshot displays the EPA CDX Central Data Exchange interface. At the top left is the EPA logo and the text 'United States Environmental Protection Agency'. A navigation bar contains links for Home, About, Recent Announcements, Terms and Conditions, FAQ, Help, and Virtual Assistant. Below this is the CDX logo and 'Central Data Exchange' title. On the right, there is a 'Contact Us' link and a user login status: 'Logged in as JSMITH (Log out)'. A secondary navigation bar includes 'MyCDX', 'Inbox', 'My Profile', 'Submission History', 'Payment History', and 'E-Enterprise Portal'. The main content area is divided into two columns. The left column features a 'Services' table with a 'Manage' icon and a table header with columns for 'Status', 'Program Service Name', and 'Role'. The right column contains a 'CDX Service Availability' section with a link to 'See the status for all program services' and a 'News and Updates' section stating 'No news/updates.'. At the bottom of the main content area, there are two buttons: 'Add Program Service' (circled in red) and 'Manage Your Program Services'. A red arrow points from a text box on the right to the 'Add Program Service' button. The footer contains contact information for the CDX Help Desk, links for EPA Home, Privacy and Security Notice, Accessibility, About CDX, Frequently Asked Questions, Terms and Conditions, and Contact Us, along with the EPA logo.

Already have a CDX account?
Add CAERS by clicking here.

MyCDX Page After Registration

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

The main content area is divided into two columns. The left column, titled "Services", features a "Manage" icon and a table with the following data:

Status	Program Service Name	Role
	CAER: Combined Air Emissions Reporting	NEI Certifier

The right column, titled "CDX Service Availability", contains a link: "See the status for all program services". Below this is a "News and Updates" section with the text "No news/updates." At the bottom of the main content area are two buttons: "Add Program Service" and "Manage Your Program Services".

The footer contains the following information: "CDX Help Desk: 888-890-1995 | (970) 494-5500 for International callers", links for "EPA Home", "Privacy and Security Notice", "Accessibility", "About CDX", "Frequently Asked Questions", "Terms and Conditions", and "Contact Us", and the EPA logo.

Help in CDX

EPA United States Environmental Protection Agency

Home About Recent Announcements Terms and Conditions **FAQ** **Help** Virtual Assistant

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

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

Registration Information

Program Service	Combined Air Emissions Reporting
Role	Not selected

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


Select Role

Request Role Access Cancel

NEI Certifier
Preparer

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

[EPA Home](#) | [Privacy and Security Notice](#) | [Accessibility](#) | [About CDX](#) | [Frequently Asked Questions](#) | [Terms and Conditions](#) | [Contact Us](#)

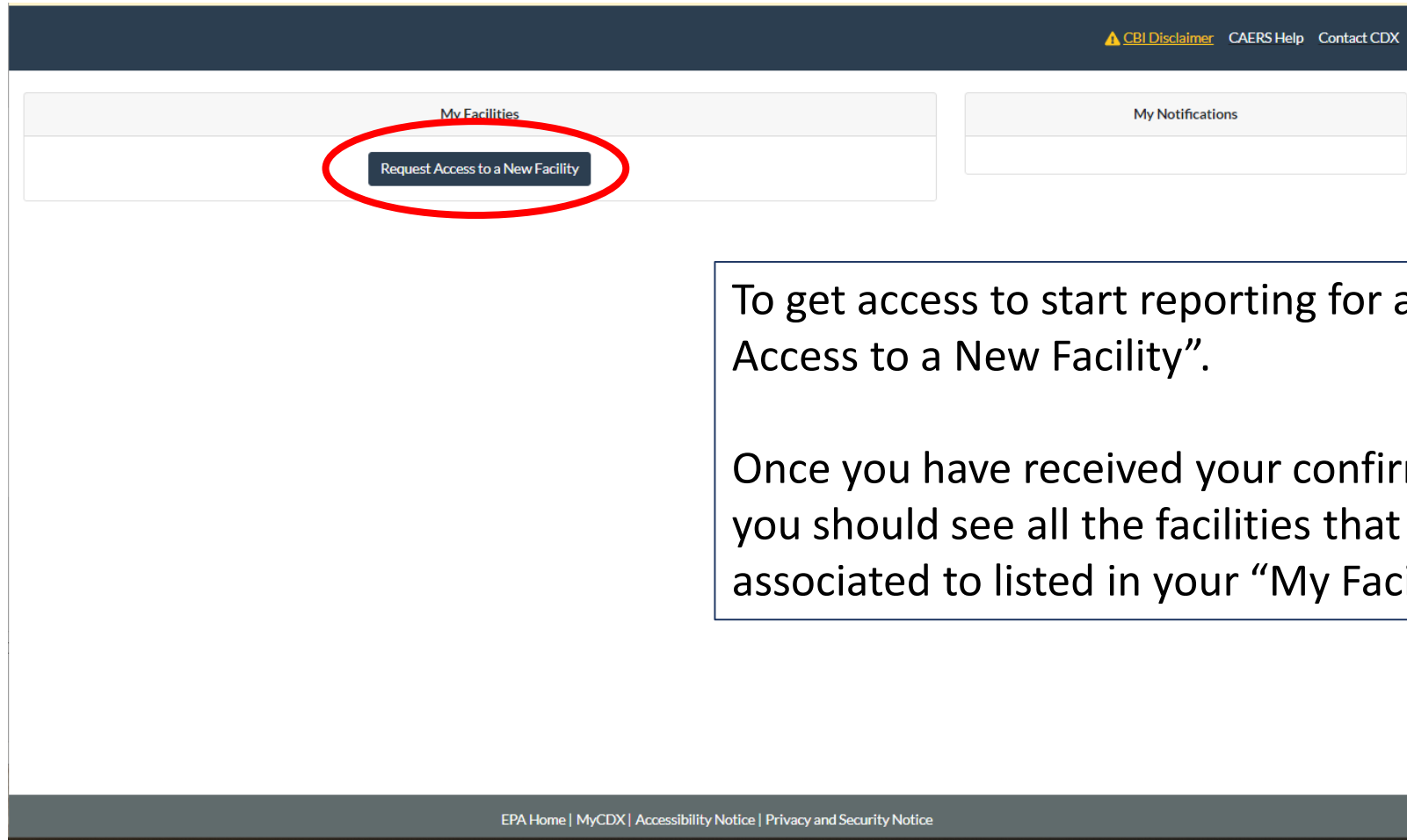


3. Receive Approval Notification from CAERS

With the previous steps completed your SLT will:

- Verify your preparer and certifier contact information.
- Approve your association with the correct facility(ies) in CAERS.
- Send you a confirmation email – then you will be ready to begin reporting.

CAERS My Facilities Page



To get access to start reporting for a facility click on “Request Access to a New Facility”.

Once you have received your confirmation from your SLT, you should see all the facilities that your account is associated to listed in your “My Facilities” page.

Request Access to Facility

My Facilities > Facility Search [CBI Disclaimer](#) [CAERS Help](#) [Contact CDX](#)

Request Access to Facility

Agency:	<input type="text" value="Mississippi Department of"/>	Facility Name:	<input type="text" value="Facility"/>	Agency Facility ID:	<input type="text"/>
City:	<input type="text"/>	State:	<input type="text" value=""/>	Postal Code:	<input type="text"/>

Find your Agency from the drop the drop-down menu and type in search terms to find your facility. Then click “Search”.

If you have a brand new facility that has never reported before and isn't showing up, reach out to your SLT to have them help you find it or add it in CAERS.

Finding Your Facility

A list of facilities matching your search terms will appear. Select the facility you want to report to. When you do, the “Request Access” button will be active. Click on “Request Access”

My Facilities > Facility Search [CBI Disclaimer](#) [CAERS Help](#) [Contact CDX](#)

Request Access to Facility

Agency: Facility Name: Agency Facility ID:

City: State: Postal Code:

Filter Table: Filter Request Status:

Facility Name	Agency Facility ID	Address
Facility Inc	99999999	123 Main Street, Yazoo City, MS 12345

EPA Home | MyCDX | Accessibility Notice | Privacy and Security Notice

Confirm Access to Facility

Combined Air Emissions Reporting System Preparer - JULIAGAMAS [Logout](#)

You are in the CAERS test environment. Data shown here is for illustration purposes only.

[My Facilities](#) > [Facility Search](#) [CBI Disclaimer](#) [CAERS Help](#) [Contact CDX](#)

Confirm ×

Are you sure you want to request access to Facility Inc?

[Confirm](#) [Cancel](#)

Request Access to Facility

Agency: Facility Name: Agency Facility ID:

City: State: Postal Code:

[Search](#) [Reset](#) [Back to My Facilities](#)

Filter Table: Filter Request Status:

Facility Name	Agency Facility ID	Address
Facility Inc	99999999	123 Main Street, Yazoo City, MS 39395

[Request Access](#)

EPA Home | MyCDX | Accessibility Notice | Privacy and Security Notice

Make sure you have the right facility, so you don't have to go through the process again. If SLT staff find that your name doesn't match the facility you must report to, they will not accept your request.

Request Sent

MyFacilities > Facility Search ⚠ CBI Disclaimer CAERS Help Contact CDX

Request Access to Facility

Agency: Facility Name: Agency Facility ID:

City: State: Postal Code:

Filter Table: Filter Request Status:

Facility Name	Agency Facility ID	Address
Facility Inc. (🕒 Request Pending Approval)	99999999	123 Main Street, Yazoo City, MS 12345

EPA Home | MyCDX | Accessibility Notice | Privacy and Security Notice

You should wait for the SLT to approve your request. You will get an email when this has happened. Note that CDX emails are from the system, you cannot reply to them and get a response. They may also go to your spam folder.

Request Granted

The screenshot shows the 'My Facilities' page in the CAERS system. The top navigation bar includes 'My Facilities', a 'CBI Disclaimer' warning, and links for 'CAERS Help' and 'Contact CDX'. The main content area is divided into two sections. On the left, under the heading 'My Facilities', there is a 'Request Access to a New Facility' button. Below this, a facility entry is displayed with the following details: Agency ID: 99999999, Facility Inc, 123 Main Street, Yazoo City, MS 12345, and Agency: MSDEQ. To the right of this entry is a 'Begin / Continue Reporting' button with a trash icon. On the right side of the page, under the heading 'My Notifications', there is a red announcement box that reads 'MSDEQ Announcement: Welcome to CAERS. Your deadline is XX/XX/2024.' Below the announcement is a horizontal line.

Once the SLT has granted you access, you will be able to see your facility on your My Facilities page, together with any announcements from the SLT.

If you report to multiple facilities that are in different states, you will see announcements for each of those states on the right-hand side of the screen.

Click on Begin/Continue Reporting to start your report.

Begin/Continue Report

MyFacilities > Emissions Reports

[CBI Disclaimer](#) [CAERS Help](#) [Contact CDX](#)

Agency ID: 99999999
Facility Inc
123 Main Street
Yazoo City, MS 12345
Agency: MSDEQ

Emissions Reports

2022 Report

Upload Report ▼ Create New Report

Click on “Create New Report” to start a new report.
You should create a new report before attempting to upload an excel template or JSON file.

EPA Home | MyCDX | Accessibility Notice | Privacy and Security Notice

Questions so Far?

Highlights of CAERS Features

- Familiarize you with CAERS features but not exhaustive
- Detailed trainings on specific aspects of CAERS are forthcoming:
 - **CAERS User Interface:** Thursday 01/13/2026 from 2:00 to 3:30 PM Eastern
 - **CAERS Bulk Upload Template:** Monday 01/19/2026 from 2:00 to 3:30 PM Eastern
 - **CAERS Control Device Reporting:** Tuesday 01/27/2026 from 2:30 to 4:00 PM Eastern
- Go to the User Guide for more information (will be updated by January 5th, 2026) and can be found at the [CAERS website](#).

Highlights of CAERS Features

- **Three options for data entry:**
 - **User interface**

CAERS Facility Emissions Reports Page

[My Facilities](#) > [Emissions Reports](#) [CBI Disclaimer](#) [CAERS Help](#) [Contact CDX](#)

Agency ID: 99999999
Facility Inc
123 Main Street
Yazoo City, MS 12345
Agency: MSDEQ

Emissions Reports

2022 Report	Upload Report Create New Report
2021 Report	Upload Report Continue Download as Template Delete

Previous year data is available as a starting point for a current inventory year report. When you start a new report, data from your last report is automatically prepopulated in your current year report. For example, if you reported last in 2013, your starting point for your 2025 report would be 2023 data that you would then update.

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CAERS Main Report Page

The screenshot displays the CAERS Main Report Page. At the top left, a breadcrumb trail shows the navigation path: [My Facilities](#) > [Emissions Reports](#) > [2023 Emissions Report](#). To the right of the breadcrumb trail are links for [CBI Disclaimer](#), [CAERS Help](#), and [Contact CDX](#). Below the breadcrumb trail is a progress bar with four steps: **Report Facility & Emissions Information** (current step), **Perform Quality Checks**, **Submit to SLT Authority**, and **Received by SLT Authority**. The left-hand navigation menu includes links for [Report Summary](#), [Report History](#), [Annual Report Quality Checks](#), [Report Creation Log](#), [Data Bulk Entry](#), **Facility Inventory** (with sub-links for Facility Information, Emissions Units, Release Points, Control Devices, and Control Paths), **Emissions Inventory** (with sub-links for 1 through 9), [Attach Report Document](#), and [Annual Report Quality Checks](#). The main content area features a **Report Summary** table and a **Preparer/NEI Certifier Attachments** table.

Pollutant	Type	Fugitive Amount	Stack Amount	Units of Measure	2023 Reported Emissions	Previous Year Reported Emissions	Previous Submittal Year
Carbon Monoxide	CAP	4	396	Tons	400	400	2022
Nitrogen Oxides	CAP	0.006	0.294	Tons	0.3	0.3	2022
PM10 Filterable	CAP	0.0325606	3.1892194	Tons	3.22178	3.22178	2022
PM2.5 Filterable	CAP	0.0183428	1.7987972	Tons	1.81714	1.81714	2022
PM2.5 Primary (Filt + Cond)	CAP	5	95	Tons	100	100	2022
Sulfur Dioxide	CAP	0.10725	2.21775	Tons	2.325	2.325	2022
Volatile Organic Compounds	CAP	1818.01250589	57.61278861	Tons	1875.6252945	60.6252945	2022
Total Emissions (Tons)	--	--	--	--	2383.2892145	568.2892145	--

Date	Role	User Name	Comments	Attachments
------	------	-----------	----------	-------------

You will eventually be in the user interface regardless of how you submit your report. At the top of the screen, there is a trail of breadcrumbs at the top left of the screen so you can go back to previous screens. There is a step-by-step menu at the top-middle of your screen so you know which step of the process you are in. The left-hand side menu has a series of links for both your facility inventory and your emissions inventory, plus other features, so you can access all of them from there.

CAERS Emissions Unit Information Page

My Facilities > Emissions Reports > 2023 Emissions Report CBI Disclaimer CAERS Help Contact CDX

Agency ID: 999999999
Facility Inc.
123 Main Street
Camptown, ME 04999
2023 Emissions Report
Agency: MEDEP

Report Summary
Report History
Annual Report Quality Checks
Report Creation Log
Data Bulk Entry
▼ Facility Inventory
Facility Information
Emissions Units
Release Points
Control Devices
Control Paths
▼ Emissions Inventory
▶ 1 ◀
▶ 10
▶ 11
▶ 12
▶ 13
▶ 14
▶ 2
▶ 3
▶ 4
▶ 4012345678
▶ 5
▶ 6

Report Facility & Emissions Information Perform Quality Checks Submit to SLT Authority Received by SLT Authority

Edit

Emissions Unit Information

Unit ID: 1 Unit Type Code: Other fugitive Operating Status: Operating
Unit Description: Centrifuge Unit Design Capacity UoM: Year Op Status Changed: 2020
Comments:

Processes Associated with this Emissions Unit

Process ID	SCC	
1	31000107	🗑️
2	31000129	🗑️
3	31000303	🗑️
4	31000502	🗑️
5	31000506	🗑️
NG Test SCC GHG emfa	10300602	🗑️
		+

Controls Associated with this Emissions Unit

Control	Description	Control Path
---------	-------------	--------------

Do edits in any screen by clicking on the “Edit” button which will then open that box of information. Data that shouldn’t be changed is greyed out.

CAERS Emissions Unit Information Edit Page

My Facilities > Emissions Reports > 2023 Emissions Report ⚠ CBI Disclaimer CAERS Help Contact CDX

Agency ID: 999999999
Facility Inc.
123 Main Street
Camptown, ME 04999
2023 Emissions Report
Agency: MEDEP

Report Summary
Report History
Annual Report Quality Checks
Report Creation Log
Data Bulk Entry
▼ Facility Inventory
Facility Information
Emissions Units
Release Points
Control Devices
Control Paths
▼ Emissions Inventory
▶ 1 ◀
▶ 10
▶ 11
▶ 12
▶ 13
▶ 14
▶ 2
▶ 3
▶ 4
▶ 4012345678
▶ 5
▶ 6

Report Facility & Emissions Information Perform Quality Checks Submit to SLT Authority Received by SLT Authority

Emissions Unit Information

Unit ID:* 1 Operating Status:* Operating
Unit Type Code:* Other fugitive Year Op Status Changed: 2020
Unit Description: Centrifuge
Unit Design Capacity:
Unit Design Capacity UoM:
Comments:

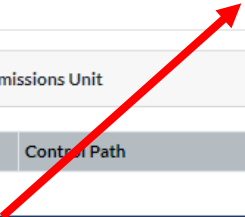
Cancel Save

Processes Associated with this Emissions Unit

Process ID	SCC	
1	31000107	🗑
2	31000129	🗑
3	31000303	🗑
4	31000502	🗑
5	31000506	🗑
NG Test SCC GHG emfa	10300602	🗑
		+

Controls Associated with this Emissions Unit

Control	Description	Control Path
---------	-------------	--------------



Once you've entered your new data or edits, then you can click on "Save" and this will take you back to the previous screen. If you click "Cancel" it will take you back to the previous screen without saving any changes you might have made.

CAERS Drop Down Menu Example

My Facilities > Emissions Reports > 2023 Emissions Report ⚠ CBI Disclaimer CAERS Help Contact CDX

Agency ID: 999999999
Facility Inc.
123 Main Street
Camptown, ME 04999
2023 Emissions Report
Agency: MEDEP

Report Summary
Report History
Annual Report Quality Checks
Report Creation Log
Data Bulk Entry
▼ Facility Inventory
Facility Information
Emissions Units
Release Points
Control Devices
Control Paths
▼ Emissions Inventory
▶ 1 ◀
▶ 10
▶ 11
▶ 12
▶ 13
▶ 14
▶ 2
▶ 3
▶ 4
▶ 4012345678
▶ 5
▶ 6

Report Facility & Emissions Information Perform Quality Checks Submit to SLT Authority Received by SLT Authority

Emissions Unit Information

Unit ID:* 1
Unit Type Code:* Other fugitive
Unit Description:
Unit Design Capacity:
Comments:

Operating Status:* Operating
Year Op Status Changed: 2020
Unit Design Capacity UoM:

Cancel Save

Processes Associated with

Process ID
1
2
3
4
5
NG Test SCC GHG emfa

Controls Associated with this Emissions Unit

Control	Description	Control Path
---------	-------------	--------------

Drop down menus allow you to select options to help you avoid typos or data other entry errors.

CAERS On-screen Quality Assurance Checks

Combined Air Emissions Reporting System

Environment!

ports > 2023 Emissions Report

If the operating status of the Emission Unit is changed, then the operating status of all the child Emission Processes that are underneath this unit will also be updated, unless they are already Permanently Shutdown.

Report Facility & Emissions Information

Perform Quality Checks

Submit to SLT Authority

Received by SLT Authority

Emissions Unit Information

Unit ID:*	<input type="text" value="1"/>	Operating Status:*	<input type="text" value="Temporarily Shutdown"/>
Unit Type Code:*	<input type="text" value="Other fugitive"/>	Year Op Status Changed:*	<input type="text"/>
Unit Description:	<input type="text" value="Centrifuge"/>		
Unit Design Capacity:	<input type="text"/>	Unit Design Capacity UoM:	<input type="text"/>
Comments:	<input type="text"/>		

Cancel Save

Processes Associated with this Emissions Unit

Process ID	SCC	
1	31000107	
2	31000129	
3	31000303	
4	31000502	

Controls Associated with this Emissions Unit

Control	Description	Control Path
---------	-------------	--------------

On screen QA checks help you avoid rework to make corrections later.

CAERS Search Pop-Up Window

Facility Inc.
123 Main Street
Camptown, ME 04999
2023 Emissions Report
Agency: MEDEP

Report Summary
Report History
Annual Report Quality Checks
Report Creation Log
Data Bulk Entry

▼ Facility Inventory
Facility Information
Emissions Units
Release Points
Control Devices
Control Paths

▼ Emissions Inventory
▶ 1
▶ 10
▶ 11
▶ 12
▶ 13
▶ 14
▶ 2
▶ 3
▶ 4
▶ 4012345678
▶ 5
▶ 6
▶ 7
▶ 8
▶ 9
▶ B101
▶ B102
▶ B201
▶ B301

Select a Source Classification Code

Search for an SCC Code by any of the SCC Levels: 1, 2, 3, or 4, Text, Code Number, Short Name, or Description. You can do a more extensive search at: <https://sor-scc-api.epa.gov/sccwebservices/sccsearch/>

Search

No results could be found for this criteria.

Cancel

Add Alternative Throughput for this Process

SCC Description: Industrial Processes > Oil and Gas Production > Liquid Waste Treatment > Liquid - Liquid Separator

Comments:

Cancel Save

Operating Details Edit

Avg. Days per Week:	5	Hours per Reporting Period:	2000	Summer Operating Percent:	25
Avg. Hours per Day:	8	Winter Operating Percent:	25	Fall Operating Percent:	25
Avg. Weeks per Reporting Period:	50	Spring Operating Percent:	25		

Reporting Period Edit

Reporting Period:	Annual	Operating Type:	Routine	Throughput Parameter:	Output
Throughput Material:	Waste Liquid	Throughput Value:	111	Throughput UoM:	1000 GALLONS
Fuel Material:		Fuel Value:		Fuel UoM:	
Heat Content Ratio:		Heat Content Ratio Numerator:		Heat Content Ratio Denominator:	

Comments:

Modal windows help with searches such as for Source Classification Codes or SCCs and North American Industrial Classification System codes or NAICS.

Highlights of CAERS Features

- **Three options for data entry:**
 - User interface
 - **Bulk entry**

CAERS Throughput Bulk Entry

Facility Inc.
123 Main Street
Camptown, ME 04999
2023 Emissions Report
Agency: MEDEP

Report Summary

Report History

Annual Report Quality Checks

Report Creation Log

Data Bulk Entry ◀

▼ Facility Inventory

Facility Information

Emissions Units

Release Points

Control Devices

Control Paths

▼ Emissions Inventory

- ▶ 1
- ▶ 10
- ▶ 11
- ▶ 12
- ▶ 13
- ▶ 14
- ▶ 2
- ▶ 3
- ▶ 4
- ▶ 4012345678
- ▶ 5
- ▶ 6
- ▶ 7
- ▶ 8
- ▶ 9
- ▶ B101
- ▶ B102
- ▶ B201
- ▶ B301

Data Bulk Entry

Process Information | Emission Information

Unit ID	Process ID	Throughput Material	Throughput Value	Throughput Unit	Fuel Material	Fuel Value	Fuel Unit	Previously Reported Throughput Value	% Change in Throughput
1 ?	1	Crude Oil	111	BBL				N/A	N/A
1 ?	2	Crude Oil	111	BBL				N/A	N/A
1 ?	3	Natural Gas	111	E3FT3SD				N/A	N/A
1 ?	4	Waste Liquid	111	E3GAL				N/A	N/A
1 ?	5	Waste Liquid	111	E3GAL				N/A	N/A
1 ?	NG Test SCC GHG emfa	Natural Gas	100	E6FT3SD	Natural Gas	100	E6FT3SD	N/A	N/A
10 ?	1	Waste Gas	111	E3FT3SD				N/A	N/A
10 ?	2	Waste Gas	111	E3FT3SD				N/A	N/A
10 ?	3	Waste Gas	111	E3FT3SD				N/A	N/A
10 ?	4	Waste Gas	111	E3FT3SD				N/A	N/A
10 ?	5	Waste Gas	111	E3FT3SD				N/A	N/A

Save Processes

To use bulk-entry you should already have your units and processes set up. Then, you only need to enter the new throughput information in the “Process Information” tab and emissions tab.

CAERS Total Emissions Bulk Entry

Facility Inc.
123 Main Street
Camptown, ME 04999
2023 Emissions Report
Agency: MEDEP

Report Summary

Report History

Annual Report Quality Checks

Report Creation Log

Data Bulk Entry <

▼ Facility Inventory

Facility Information

Emissions Units

Release Points

Control Devices

Control Paths

▼ Emissions Inventory

- ▶ 1
- ▶ 10
- ▶ 11
- ▶ 12
- ▶ 13
- ▶ 14
- ▶ 2
- ▶ 3
- ▶ 4
- ▶ 4012345678
- ▶ 5
- ▶ 6
- ▶ 7
- ▶ 8
- ▶ 9
- ▶ B101
- ▶ B102
- ▶ B201
- ▶ B301

Data Bulk Entry

Process Information | Emission Information

Unit ID	Process ID	Pollutant	Calculation Method	Emission Factor	Total Emission	Previously Reported Emission Factor	Previously Reported Total Emissions	% Change in Emissions
1 ?	1 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A
1 ?	2 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A
1 ?	3 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A
1 ?	4 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A
1 ?	5 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A
1 ?	NG Test SCC GHG emfa ?	Carbon Dioxide	USEPA Emission Factor (no Control Efficiency used)	120018.5427672 LB/E6FT3SD	<input type="text" value="6000.93"/>	TON	N/A	N/A
10 ?	1 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A
10 ?	2 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A
10 ?	3 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A
10 ?	4 ?	Volatile Organic Compounds	Continuous Emission Monitoring System		<input type="text" value="11"/>	TON	N/A	N/A

Save Emissions

Enter total emissions for calculation methods where you haven't entered an emission factor. The rest will autocalculate.

Highlights of CAERS Features

- **Three options for data entry:**
 - User interface
 - Bulk entry
 - **Bulk upload**
 - **Via Pre-formated Excel template**
 - **Via JSON upload, e.g. from a company's custom system (Refer to the [CAERS website](#) for instructions and how to get to the reference data, API specs, and data exchange template)**

Which data entry method you use will depend on your own style as well as the number and types of changes you need to enter from one year to the next. E.g., you may choose to use the user interface for some changes and bulk upload for others. Keep in mind that you should not attempt to make changes in User Interface (UI) and Bulk Upload (BU) at the same time. E.g. enter changes in UI, then download your data into the template and make changes there, and then upload the template before making additional changes in the UI.

Bulk Upload Excel Template Example Continued

1

2 Enter all information marked *. Where a drop-down menu exists, select from the list of options in each menu.

3 All field formats are "General" except where specified.

4 Ensure that data copied into cells is in the correct format and is devoid of spaces, quotation marks and other characters.

5 Note there are hidden columns in this worksheet. Please do not alter hidden columns, as these are important for data validations.

6 Create controls before assigning them pollutants.

7

8 Tab: Control Pollutants

Instruction:	Drop down. Control ID for the equipment that is controlling the pollutant.	Drop down. Pollutant the equipment controls.	Efficiency with which the control removes the pollutant.
Field	Control ID*	Pollutant Name*	Percent Reduction Efficiency
example entry	Control 001	Acetaldehyde	100
	Control 002	Benzene	99.9
	Control 001	Acetaldehyde	1.3
	NOX Control	Nitrogen Oxides	1.3
	Control 1		
		Nickel Oxide	
		Nickel Refinery Dust	
		Nickel Subulfide	
		Nickel Sulfamate	
		Nickel Sulfate	
		Nitrobenzene	
		Nitrogen Oxides	
		Nitrous Oxide	

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Controls Control Paths Control Assignments **Control Pollutants** Apportionment Reporting Period Operating Details Emissions Emission Formula Variables Worksheet Map AircraftEngineT ... + : <

Display Settings

The bulk upload template should be used carefully, as it also contains drop down menus and some formulas and references. If you have a lot of data to update every year, you may consider using the JSON upload.

Highlights of CAERS Features

- Three Options for Data Entry
- **Previous Year Data Pre-populated in New Report**

Start New Report with Previous Year Data

The screenshot displays the 'Combined Air Emissions Reporting System' interface. A central modal window states: 'Report Has Been Successfully Created' and 'Your report has been successfully created and is ready for you to work on.' Below the modal is a 'Close' button. The background interface includes a navigation menu on the left, a breadcrumb trail 'My Facilities > Emissions Reports > 2023 Emissions Report', and a progress bar with 'Submit to SLT Authority' and 'Received by SLT Authority' stages. A 'Report Summary' table is visible, showing 'Total Emissions (Tons)' with values for '2023 Reported Emissions' (0) and 'Previous Year Reported Emissions' (0). Buttons for 'Download Report Summary' and 'Download Process Emissions Summary' are present. A text box at the bottom explains that data is pre-populated from previous year submissions.

Welcome to the CAERS Test environment!

Preparer - JULIAGAMAS [Logout](#)

[My Facilities](#) > [Emissions Reports](#) > 2023 Emissions Report

[CBI Disclaimer](#) [CAERS Help](#) [Contact CDX](#)

Agency ID: 77700000
Facility Inc.
123 Main Street
Mytown, GA 12345
2023 Emissions Report
Agency: GADNR

Report Facility & Emissions Information

Submit to SLT Authority

Received by SLT Authority

Report Summary

Pollutant	Type	Fugitive Amount	Stack Amount	Units of Measure	2023 Reported Emissions	Previous Year Reported Emissions	Previous Submittal Year
Total Emissions (Tons)	--	--	--	--	0	0	--

[Download Report Summary](#) [Download Process Emissions Summary](#)

Preparer/NEI Certifier Attachments

Date	Role	User Name	Comments	Attachments
------	------	-----------	----------	-------------

[Attach Report Document](#)

[Annual Report Quality Checks](#)

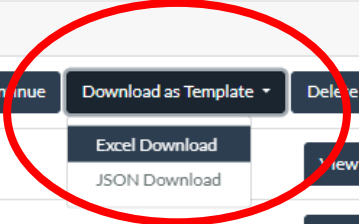
Your data will be pre-populated from data from your previous year submission unless you are reporting for a new facility, so you will edit a previous year report, not enter it from scratch.

CAERS Emissions Reports Prepopulated Template Download

My Facilities > Emissions Reports ⚠ CBI Disclaimer CAERS Help Contact CDX

Agency ID: 99999999
Facility Inc.
123 Main Street
Mytown, GA 12345
Agency: GADNR

Emissions Reports	
2023 Report	Upload Report Continue Download as Template Delete
2022 Report	Excel Download View
2021 Report	JSON Download View



By clicking on “Download as Template” from your Emissions Reports screen, you’ll be able to download your emissions report in the relevant excel template. You’ll then be able to edit it and re-load it. You’ll need to take care that any time you upload a template, you’ll be erasing everything that was there before.

Highlights of CAERS Features

- Three Options for Data Entry
- Previous Year Data Pre-populated in New Report
- **File Attachments**

CAERS Document Attachment Page

Report Summary <

Report History

Quality Checks

Data Bulk Entry

▼ Facility Inventory

Facility Information

Emissions Units

Release Points

Control Devices

Control Paths

▼ Emissions Inventory

▶ F1A

▶ F1B

▶ PI01

▶ VP01

▶ VP02

▶ VP02A

▶ VP02B

▶ VP02C

▶ VP02D

▶ VP02E

▶ VP02F

▶ VP04

Pollutant	Type	Fugitive Amount	Stack Amount	Units of Measure	2019 Reported Emissions	Previous Year Reported Emissions	Previous Submittal Year
Carbon Monoxide	CAP	0	5.673	Tons	5.673	5.673	2017
Nitrogen Oxides	CAP	0	95.853	Tons	95.853	95.853	2017
Sulfur Dioxide	CAP	0	12.922	Tons	12.922	12.922	2017
Volatile Organic Compounds	CAP	41.16	100.3866	Tons	141.5466	47.0617	2017
Total Emissions (Tons)	--	--	--	--	255.9946	161.5097	--

Download Report

Preparer/NEI Certifier Attachments

Date	User ID	User Name	Comments	Attachments
------	---------	-----------	----------	-------------

Attach Report Document

Your SLT may require you to provide supplemental information to your estimates so they can replicate your estimates, such as data fields, formulas, and references to specific sources of emission factors. This can be done by attaching any excel files or other files that contain calculations for your report.

Run Quality Checks

Highlights of CAERS Features

- Three Options for Data Entry
- Previous Year Data Pre-populated in New Report
- File Attachments
- **Report History & Log**

CAERS Report History Page

Agency ID: 99999999
Facility Inc
123 Main Street
Yazoo City, MS 12345
2023 Emissions Report
Agency: MSDEQ

Report Summary

Report History **<**

Annual Report Quality Checks

Report Creation Log

Data Bulk Entry

▼ Facility Inventory

Facility Information
Emissions Units
Release Points
Control Devices
Control Paths

▼ Emissions Inventory

▶ U001
▶ U002
▶ U003
▶ U004

Report Facility & Emissions Information

Perform Quality Checks

Submit to SLT Authority

Received by SLT Authority

Report History

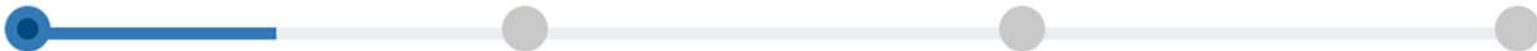
Date	Role	User Name	Action	Comments	Attachments
1/9/24	NEI Certifier	Julia Gamas	Copied Forward		
1/9/24	NEI Certifier	Julia Gamas	Uploaded Attachment		Facility 2023 Report Attachment.xlsx
1/16/24	NEI Certifier	Julia Gamas	Report Uploaded		
1/16/24	NEI Certifier	Julia Gamas	Report Uploaded		
1/16/24	NEI Certifier	Julia Gamas	Report Uploaded		
1/17/24	NEI Certifier	Julia Gamas	Submitted		Copy of Record
1/17/24	Reviewer	Julia Gamas	Advanced QA		

This page keeps track of major activities from reporters and certifiers such as attachments, certification, and submission of the report. You can always refer to the report history page to see if another reporter has worked on the report, for example.

CAERS Report Log Page

My Facilities > Emissions Reports > Report Changes ⚠ CBI Disclaimer Help

Report Facility & Emissions InformationPerform Quality ChecksSubmit to SLT AuthorityApproved by SLT Authority



Report Creation Log

1. [Facility Site](#) - NAICS code 311111 was removed.

A log page tracks relevant actions done in the report by the system.
E.g. an emission factor was updated where possible.

Agency ID: 99999999
Facility Inc
123 Main Street
Yazoo City, MS 12345
Agency: MSDEQ

Report Summary

Report History

Quality Checks

Report Creation Log <

Data Bulk Entry

▼ Facility Inventory

- Facility Information
- Emissions Units
- Release Points
- Control Devices
- Control Paths

▼ Emissions Inventory

B201

Highlights of CAERS Features

- Three Options for Data Entry
- Previous Year Data Pre-populated in New Report
- File Attachments
- Report History & Log
- **Report Summary Download**

Report Summary Download

Agency ID: 99999999
Facility Inc
123 Main Street
Yazoo City, MS 12345
Agency: MSDEQ

Report Summary <

Report History

Quality Checks

Data Bulk Entry

▼ Facility Inventory

Facility Information

Emissions Units

Release Points

Control Devices

Control Paths

▼ Emissions Inventory

▶ F1A

▶ F1B

▶ PI01

▶ VP01

▶ VP02

▶ VP02A

▶ VP02B

▶ VP02C

Report Facility & Emissions Information

Perform Quality Checks

Submit to SLT Authority

Approved by SLT Authority

Report Summary

Pollutant	Type	Fugitive Amount	Stack Amount	Units of Measure	2019 Reported Emissions	Previous Year Reported Emissions	Previous Submittal Year
Carbon Monoxide	CAP	0	5.673	Tons	5.673	5.673	2017
Nitrogen Oxides	CAP	0	95.853	Tons	95.853	95.853	2017
Sulfur Dioxide	CAP	0	12.922	Tons	12.922	12.922	2017
Volatile Organic Compounds	CAP	41.16	100.3866	Tons	141.5466	47.0617	2017
Total Emissions (Tons)	--	--	--	--	255.9946	161.5097	--

The facility-wide summary of your report can be downloaded here. Note this isn't a full copy of your report.

Download Report

Preparer/NEI Certifier Attachments

Date	User ID	User Name	Comments	Attachments
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Attach Report Document

CAERS Example Summary Report

AutoSave Off | 24700037_2019_Emissions_Report_Submission_In_Progress - Excel | Gamas, Julia

File Home Insert Page Layout Formulas Data Review View Help Acrobat Search

Clipboard: Cut, Copy, Paste, Format Painter | Font: Calibri, 11, Bold, Italic, Underline, Color, Background Color | Alignment: Wrap Text, Merge & Center | Number: General, Currency, Percentage, Decimals | Styles: Normal, Bad, Good, Neutral, Calculation, Check Cell, Explanatory, Input | Cells: Insert, Delete, Format | Editing: AutoSum, Fill, Clear, Sort & Filter, Find & Select | Ideas: Ideas | Sensitivity: Sensitivity

Formula Bar: J10, E6BTU

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	S.No	facilitySite	reportYear	emissions	emission	processId	processDescription	reporting	throughput	throughput	pollutant	totalEmiss	emissions	overallCo	emissions	emissionsFe	emissionsN	emissionsD	emissionsFe	emissionsCo	calculationC	lastModifiedBy	lastModifiedDate		
2	1	XXXXXX	2019	PI01	Alternativ	NOX	Selective Catalytic Reduct	Annual	123.56	E3TON	Nitrogen (72.107	TON	null	Continuou	null	null	null	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
3	2	XXXXXX	2019	PI01	Alternativ	NOX	Selective Catalytic Reduct	Annual	123.56	E3TON	Sulfur Dio	12.781	TON	null	Continuou	null	null	null	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
4	3	XXXXXX	2019	PI01	Alternativ	NOX	Selective Catalytic Reduct	Annual	123.56	E3TON	Volatile O	100	TON	0.9	Stack Test	null	null	null	null	null	null	JULIAGAMAS	5/6/2020 13:01		
5	4	XXXXXX	2019	VP01	Nebraska	NOX1	Low NOx natural gas fired	Annual	315435	E6BTU	Nitrogen (16.996	TON	null	Continuou	null	null	null	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
6	5	XXXXXX	2019	VP01	Nebraska	NOX1	Low NOx natural gas fired	Annual	315435	E6BTU	Sulfur Dio	0.1005	TON	null	Continuou	null	null	null	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
7	6	XXXXXX	2019	VP01	Nebraska	NOX1	Low NOx natural gas fired	Annual	315435	E6BTU	Volatile O	0.0152	TON	null	USEPA Em	5.5	LB	E6FT3	AP-42 Table	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
8	7	XXXXXX	2019	VP02	Paper mac	VOC1	Paper machine converts c	Annual	357918	TON	Volatile O	41.16	TON	null	Emission f	0.23	LB	TON	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
9	8	XXXXXX	2019	VP04	PSS Boiler	PSS	PSS Boiler	Annual	137771	E6BTU	Carbon Mi	5.673	TON	null	USEPA Em	84	LB	E6FT3	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
10	9	XXXXXX	2019	VP04	PSS Boiler	PSS	PSS Boiler	Annual	137771	E6BTU	Nitrogen (6.75	TON	null	USEPA Em	100	LB	E6FT3	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
11	10	XXXXXX	2019	VP04	PSS Boiler	PSS	PSS Boiler	Annual	137771	E6BTU	Sulfur Dio	0.0405	TON	null	USEPA Em	0.6	LB	E6FT3	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		
12	11	XXXXXX	2019	VP04	PSS Boiler	PSS	PSS Boiler	Annual	137771	E6BTU	Volatile O	0.3714	TON	null	USEPA Em	5.5	LB	E6FT3	null	null	null	BRUNDAGE.KEVIN	3/30/2020 8:20		

You'll be able to see the summary of your report in an excel file. The summary report will list your processes, estimation methods, throughputs, and other information.

Highlights of CAERS Features

- Three Options for Data Entry
- Previous Year Data Pre-populated in New Report
- File Attachments
- Report History & Log
- Report Summary Download
- **Toxics Air Emissions Calculated and Added for TRI-MEweb**

TRI-MEweb Page for Use of CAERS Data

NEI Data Available

We have detected that your facility has filed a National Emission Inventory (NEI) report in CY 2019 . The data below represents the most recent NEI data submitted in last three year. Click Yes to copy your NEI Point and Non-point source emission data into Section 5.1 and 5.2 on your TRI form R.

NEI Submission Calendar Year: 2019
NEI Submission Status: SUBMITTED
NEI Submission Certification Date: 01/21/2020
Facility Name Reporting to NEI: Texpar Energy LLC
EPA Registry ID : 110002102368
TRI Facility ID (TRIFID): 31717TXPRN268IN
Non-Point Source release amount reported in CY 2019 to NEI (lbs): 0
Point Source release amount reported in CY 2019 to NEI (lbs): 6,992

Yes, copy my CY 2019 NEI emission data into Section 5.1 (Fugitive or Non-Point Air Emissions) and 5.2 (Stack or Point Air Emissions) | No, I will report a different amount to TRI in Section 5.1 and 5.2 | No, this is not my facility, therefore, will not use these amounts in Section 5.1 and 5.2

Optionally, after entering data at the unit/process level in CAERS, Those values will be added up to totals for the facility and made available to TRI-MEweb. The TRI-MEweb reporter will be able to pull the data into the TRI report.

CAERS Help Resources Page

My Facilities

 CBI Disclaim

Help Resources

Data Collection Authority

OMB Control No	Title
2060-0580	Air Emissions Reporting Requirements (AERR) (Renewal)
2070-0212	Toxic Chemical Release Reporting (Renewal)
2060-0003	Prevention of Significant Deterioration and Non-Attainment New Source Review (Renewal)

Application Support

For the most recent version of the CAERS user guide and its appendices (including the glossary and default heat content ratios), NEI-TRI pollutant crosswalk, and video trainings navigate to the [CAERS Resources for Industry Reporters](#) webpage.

CAERS Helpdesk Support

The CDX Helpdesk Support is also your CAERS Helpdesk Support.

Please contact the CDX Helpdesk by using one of the options listed at <https://cdx.epa.gov/Contact>.

Program Support

Note: Questions relating specifically to emissions reporting and facility data should be directed to your SLT Authority.

- Arizona Department of Environmental Quality (AZDEQ): EmissionInventory@azdeq.gov, (602) 771-2373
- Facilities on Tribal Lands in EPA Region 10 (TR115, TR124, TR142, TR180, TR181, & TR182): brown.carl@epa.gov, (208) 378-5747
- Georgia Department of Natural Resources (GADNR): Emissions.Inventory@dnr.ga.gov, (470) 524-0723
- Idaho Department of Environmental Quality (IDDEQ): erin.danenberga@deq.idaho.gov, (208) 373-0236
- Maine Department of Environmental Protection (MEDEP): DEP-EmissionsInventory@maine.gov, (207) 815-7684
- Mississippi Department of Environmental Quality (MSDEQ): caers@mdeq.ms.gov, (601) 961-5768
- Pima County Department of Environmental Quality (PCDEQ): kristen.randall@pima.gov, (520) 724-7341
- Rhode Island Department of Environmental Management (RIDEM): Alexi.Mangilli@dem.ri.gov, (401) 537-4384
- Washington, D.C. Department of Energy & Environment (DOEE): air.quality@dc.gov, (202) 535-2600
- Tennessee Department of Environment and Conservation (TNDEC): APC.Inventory@tn.gov, (615) 917-0127

Click on the “Help” link in CAERS to get you to this page. It contains the Help Desk information, your SLT point of contact. It also contains a link to the [CAERS “Resources for Industry Reporters” webpage](#) containing the user guide, video trainings, and power point presentations given during trainings.

Help from CDX Help Desk

Reach out to the CDX Help Desk for questions about how to operate CAERS:

For CDX questions such as:

- Can't login/Password resets
- Repudiation

For CAERS application questions such as:

- Unexplained errors while using the CAERS application
- How to enter a specific piece of data
- How to navigate from one screen to another

CDX Help Desk:

- **Phone:** Person-to-person telephone support from 8:00 am to 6:00 pm (EST/EDT). Call our toll-free line at 888-890-1995 or our direct line at (970) 494-5500 for International callers.
- **E-mail:** Technical Support at helpdesk@epacdx.net

Program Questions

Reach out to your SLT for questions about the content of your report:

- What data to use to fix critical errors that appear in red.
- Selecting an appropriate SCC and/or emission factor for a process.
- Finding out the unit capacity measure of a unit.
- The appropriateness of a calculation method for the emission being estimated.

Tennessee Department of Environment and Conservation (TNDEC):

APC.Inventory@tn.gov, (615) 917-0127

Want to make CAERS better?

At the end of each submission, the user may submit feedback.

To make your future reporting easier:

- What else should CAERS be able to do?
- What data elements should CAERS collect to send to other SLT and EPA air programs?
- How should CAERS do this?
- How should CAERS *not* do this?

Questions