

ECMPS

Emissions Collection and Monitoring Plan System

ECMPS is the electronic reporting system through which Part 75 affected facilities report monitoring plan records, QA/Certification test data records, and quarterly emissions data. It is an Internet-based system that uploads these files to the EPA's ECMPS host server.

ECMPS Client Tool is the software program that interacts with the ECMPS server. Client Tool can be used to configure monitoring plans and input QA/Certification test data. Hourly emissions data, downloaded from your DAHS, is imported into Client Tool. Client Tool has checking routines that must be run on all files before the system allows submittal of those files to ECMPS.

Reference Websites

Government Printing Office (GPO) Federal Digital System (FDsys): Use the *Featured Collections* list to find links to the Code of Federal Regulations and Federal Register with PDF or XML downloads.

<http://www.gpo.gov/fdsys/>

U.S. EPA Part 75 Emissions Monitoring Policy Manual and Updates – Copy can be downloaded at:

<http://www.epa.gov/airmarkets/emissions/monitoring.html>

Plain English Guide to the Part 75 Rule:

http://www.epa.gov/airmarkets/emissions/docs/plain_english_guide_par75_final_rule.pdf

Acid Rain Program Contact List:

<http://www.epa.gov/airmarkets/business/industry/contacts.html>

Doing business with CAMD:

<http://www.epa.gov/airmarkets/business/index.html>

EPA Regional ECMPS Contact List:

<http://www.epa.gov/airmarkets/business/ecmps/ecmpscontacts.html>

ECMPS Support Website:

<http://ecmps.camdsupport.com/>

EPA's PGVP and AETB program:

<http://www.epa.gov/airmarkets/emissions/pgvp-vendorID.html>

http://www.epa.gov/airmarkets/business/ecmps/docs/pgvp_aetb.pdf

<http://www.epa.gov/airmarkets/emissions/aetb.html>

<http://www.epa.gov/airmarkets/emissions/pgvp-detail.html>

Security Setup and Starting Client Tool:

You won't be able to access ECMPS/Client Tool until after the EPA receives the Subscriber Agreement Form, the Agent Designation Form, and you've set-up your password and security questions in CBS.

CROMERR – Cross-Media Electronic Reporting Regulation is the regulation which stipulates how electronic reporting must be performed for entities which report data to the EPA.

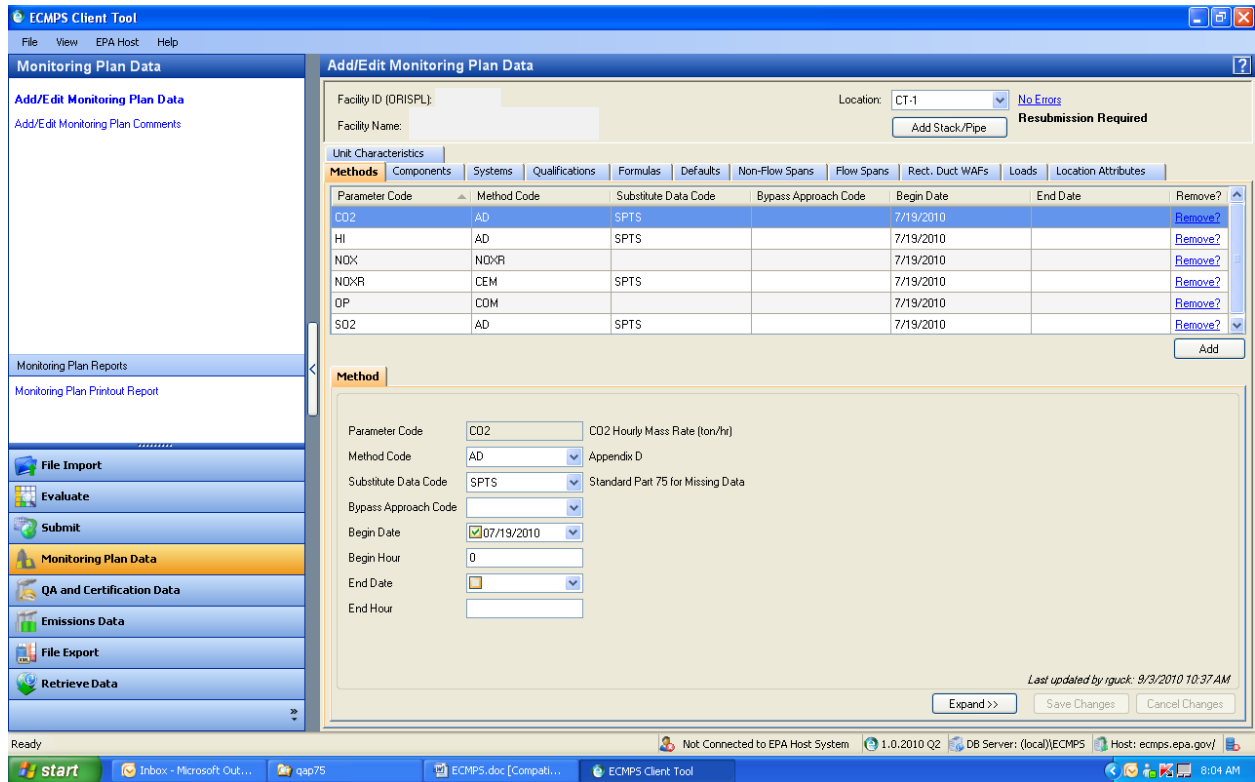
1. Obtain user ID and temporary password per instructions found on the CBS (CAMD Business System) website. The EPA will not email passwords, verbal only.
<http://www.epa.gov/airmarkets/business/industry/cbs.html>
2. Log into CBS with your user name and temporary password. The system will make you choose a new password. Follow instructions to setup your 5 challenge questions. (You will need to change your password every 90 days. You'll be sent a reminder email approximately 30 days ahead of time.)
3. Download, fill out, and mail the Subscriber Agreement Form per instructions on the form (downloaded from the CBS website address). The EPA requires an original signature.
4. Only a facility's Designated Representative or Alternate DR can designate agents on behalf of the facility. The DR/ADR can delegate an Agent through the CBS website. Or, the DR/ADR can fill out and submit an Agent Designation Form which can be downloaded from the CBS website. There are different levels of access from retrieval only to full submittal rights.
5. Download the Client Tool software from the ECMPS support website.
<http://ecmps.camdsupport.com/>
6. Start Client Tool and log into ECMPS with your user ID and password that was set-up through the CBS website. Note that one of your security questions will only be asked when you are submitting a file to the ECMPS server.
7. Your Client Tool will synchronize with the ECMPS server. The system will check which facility(s) you have permission to access. It will download the applicable monitoring plan records to your local Client Tool database. The system may ask to confirm the download. Click on the appropriate check box(s) and click on **Continue**.

ECMPS Support Website:

Use the ECMPS support website to check the status of the server. Typically the server is taken off-line towards the end of each quarter for database maintenance and to prepare for a Client Tool software upgrade. It may be down for other reasons throughout the quarter.

The support website is also used to download the Client Tool software and download PDF copies of the Client Tool reporting documentation. The support website also has tutorials on how to use the software. You can also request technical support through the website.

The Monitoring Plan Module



General notes:

You do not need to be logged into the ECMPs server to work with records in Client Tool. Only log into the ECMPs server to submit records or retrieve data.

Depending on your specific DAHS software vendor, monitoring plans may be created and/or maintained in your DAHS. Check with your DAHS vendor on this option and how to use it. The DAHS can then download the required XML file for importing into Client Tool for checking and submitting.

In most cases, a monitoring plan is created and error checked in Client Tool first. An XML file is then downloaded from Client Tool. The file is then imported into the DAHS software.

Monitoring plan structure:

The monitoring plan is grouped into informational record categories. Each record group is represented by a tab in the main window pane.

There will be additional subgroup record tabs associated with several of the main category group records.

Data entry general instructions:

1. Use the **Add** button to add create new records in the main tab or sub-tab record groups.
2. Fill in the record or select the applicable record option.
3. **Save Changes** or **Cancel Changes**.
4. Client Tool will generate an alert message if it detects an incorrect or inappropriate record entry.

Updating existing records:

1. May require “retiring” an older record (analyzer replacement, revised load records, etc). Input an **End** date for the old record.
2. Create **New** record and input a **Start** date for the record.

Note: Client Tool doesn’t like date/time gaps. When retiring an old record the new record must have a start date and time that is in the hour immediately following the end date of the old record.

Navigation notes:

If working on multiple facilities you can get back to your facility pick-list by clicking on the **Add/Edit Monitoring Plan Data** link in the upper left menu pane.

For multiple units under a single facility, use the pull-down **Location** list toggle between units.

Evaluate:

After all changes have been implemented in the monitoring plan records you must run the **Evaluate** error-checking routine. There are two methods for evaluating records.

The easiest method is to click on the **Evaluate** link in the upper right of the monitoring plan display window. When the diagnostics are completed this link will change to an “error message or a “no errors” message. Clicking on the link will display the error report which can be saved as a PDF or Excel file for review.

The second method is to use the **Evaluate** menu selection from the left view pane. This option is used primarily to evaluate several different types of records in one step. Ignore the log-in message and click on the **Work Off-line** button unless you are preparing to submit after performing the evaluation. Check the appropriate facility and unit ID from the pick list. Check on the types of files to be checked under Evaluate Criteria. Depending on which file type selected the tabs just to the left will become available. The tabs will have available options such as picking date ranges. Use the two additional check boxes at the bottom left as needed. Click on the **Evaluate** button in the lower left when all needed options have been selected. Client Tool will generate an error report which can be saved.

Any errors must be corrected before Client Tool allows submittal of the monitoring plan to ECMPS.

Comment Function:

The **Comments** function is used when you have an unusual situation with a monitoring plan or emissions data. The comment will be appended to the XML submission file.

Monitoring plan reports:

Client Tool will configure and download monitoring plan reports that can be used for internal review and commenting. Click on the **Monitoring Plan Printout Report** in the left menu pane. Select the facility of interest and follow instructions for type of report (Excel or PDF) and where to save the report.

Monitoring plan XML files:

You can download a monitoring plan XML file from your local Client Tool database for importing elsewhere (another Client Tool database or the DAHS).

Use the **File Export** menu selection in the left menu pane. Follow instructions on which type of file to download and location for the file.

Use the **File Import** menu selection in the left menu pane and follow instructions for importing an XML file into your local Client Tool database. Whenever an XML file is imported into a different Client Tool database, the file will have to be re-evaluated. Note that when importing an XML monitoring plan file there can occasionally be record merging issues. If you see error messages from the evaluation check for duplicated or dropped records.

QA and Certification Data Module

This module is used for entering all test data (initial certification, recertification, quarterly linearities, RATAs, annual fuel flowmeter accuracy results).

Depending on your specific DAHS software vendor, test data files may be created in your DAHS. QA/Cert XML files can then be downloaded from the DAHS and imported into Client Tool for checking and submittal. Check with your DAHS vendor on how to use it.

RATA main summary display

The screenshot displays the 'ECMPs Client Tool' interface for adding or editing QA/Cert Test Data. The main window is titled 'Add/Edit QA/Cert Test Data'. It features a navigation pane on the left with options like 'QA and Certification Data', 'File Import', 'Evaluate', 'Submit', 'Monitoring Plan Data', 'QA and Certification Data', 'Emissions Data', 'File Export', and 'Retrieve Data'. The main content area shows a table of test data with columns for Monitoring System ID, System Type, Test Number, Test Result Code, End Date, End Hour, End Minute, RATA Frequency Code, Overall BAF, Evaluation Status, and Remove?. Below the table is a detailed form for editing a RATA test record, including fields for Monitoring System ID, Test Number, Test Reason Code, Test Result Code, Begin Date, Begin Hour, Begin Minute, End Date, End Hour, and End Minute. The form also includes a 'Recalculated Values' section and buttons for 'Expand >>', 'Calculate', 'Save Changes', and 'Cancel Changes'.

Monitoring System ID	System Type	Test Number	Test Result Code	End Date	End Hour	End Minute	RATA Frequency Code	Overall BAF	Evaluation Status	Remove?
NDX	NDX	Q312NDX-RA	PASSED	08/07/2012	14	38	4QTRS	1.000	No Errors	Remove?

Add/Edit QA/Cert Test Data (General Instructions)

1. Each tab represents a test type. Click on the tab to bring up the test data record fields for that test.
2. Use the **Add** button to add a test record for an analyzer. Depending on the test type, the first data entry field may be a test summary field. Fill out the records as specified.
3. To add individual run data, click on the **Add Run** for RATAs, **Add Calibration Injection** for 7-day drift, **Add Injection** for linearity, etc for each test type. Fill in the requested information and **Save Changes**.
4. After filling in the individual injections, use the multi-level data tree to select the run **Summary** data display (RATA and linearity).
5. Use Client Tool's **Calculate** function to calculate run summary results.
6. Client Tool will display the calculated results. If you agree with the results, use the **Move** button to move the results into the data entry fields (the calculate button turns into the move button).
7. After all data entry has been completed, the test must be evaluated. Click on the link under the **Evaluation Status** column. The link will turn into an error message or a no errors message. Clicking on the link will display the error report which can be saved as a PDF.
8. Client Tool will recalculate averages and results and compare against the data entry. Any errors will have to be resolved before submittal of the record to ECMPs.

PGVP and AETB:

Linearity tests require the reporting of the calibration gases used during the test program. Fields to be reported include gas level code (low, mid, high), gas type (bottle mixture) code, vendor ID code, cylinder number and expiration date.

Linearity

- Injection (07/26/2012 10:13)
- Injection (07/26/2012 10:04)
- Summary (MID)
 - Injection (07/26/2012 10:01)
 - Injection (07/26/2012 10:10)
 - Injection (07/26/2012 10:15)
- Summary (LOW)
 - Injection (07/26/2012 09:56)
 - Injection (07/26/2012 10:07)
 - Injection (07/26/2012 10:16)
- Protocol Gas (HIGH)**
- Protocol Gas (MID)
- Protocol Gas (LOW)

Gas Level Code: HIGH High
 Gas Type Code: NC EPA Protocol gas bi-blend consisting of NO and CO, and a balance gas
 Vendor ID: F12011 Praxair Distribution Mid Atlantic
 Cylinder ID: CC269001
 Expiration Date: 02/08/2013

The RATA test also requires reporting of the calibration gases used by the source tester. Data entry is the same as for linearity. The RATA records require cal gas info for source tester’s NOx cal gas and O2 cal gas. There may be 4 to 6 cal gases total to be entered (common zero or individual gases for NOx and O2).

For Part 75, the EPA requires that the source tester be certified under the AETB program. The RATA test data records include fields that confirm the tester’s AETB certification.

RATA

- Run (8)
- Run (9)
- Run (10)
- Protocol Gas (HIGH)
- Protocol Gas (HIGH)
- Protocol Gas (MID)
- Protocol Gas (MID)
- Protocol Gas (LOW)
- Air Emission Testing**

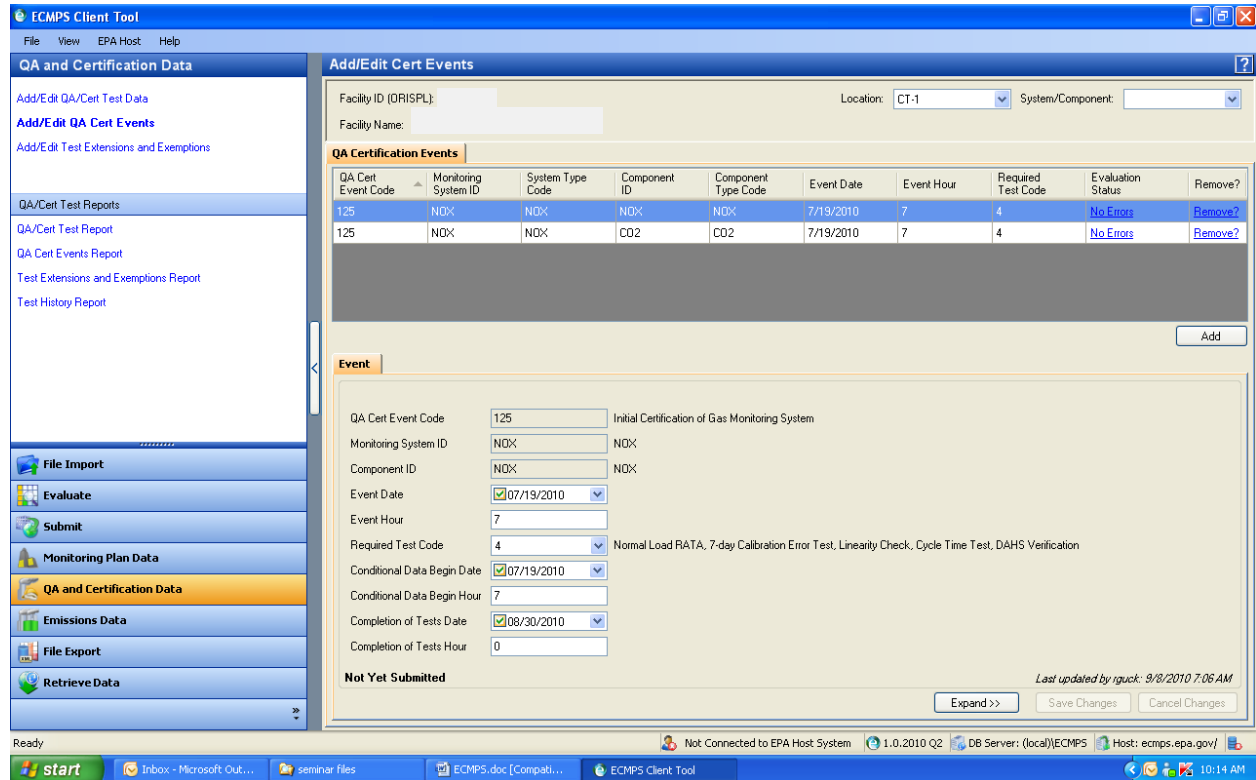
[Add Summary](#)
[Add Run](#)
 Add Flow Run
 Add Traverse Point
[Add Qualification](#)
[Add Protocol Gas](#)
[Add Air Emission Testing](#)

QI Last Name: _____
 QI First Name: _____
 QI Middle Initial: _____
 AETB Name: _____
 AETB Phone Number: _____
 AETB Email: _____
 Exam Date: 10/28/2008
 Provider Name: _____
 Provider Email: _____

Last updated by: [user]

QA/Certification Events records:

Click on the **Add/Edit QA Cert Events** link in the left menu pane to access the data entry fields. This test record field is used identify a reason for testing and declare a conditional valid data period. Use the probationary calibration drift check (date and time) as the start of the conditional valid data period. Use the date and time of the last test performed as the end period record. For initial certification the conditional data period records are left blank.



Test data reports:

Client Tool will configure and download test data records for internal review or record keeping. Use the links in the left menu pane choose the type of needed report. Choose the facility from the pick-list. Follow instructions for report format and location to save the report.

Emissions Data

Hourly emissions data is downloaded from the DAHS in the required XML format. The file is then imported into Client Tool for checking and submittal.

The screenshot displays the 'Emissions Data' application interface. At the top, it shows 'Available Templates', 'Show/Hide Columns', and 'Filter' buttons. The facility information is 'Already Submitted' with Facility ID (ORISPL) and Facility Name fields. The start date is 04/01/2012 and the end date is 06/30/2012, with a location dropdown set to 'CT1'. A 'Evaluate Emissions' link is present.

The main data table is titled 'Emissions Data' and includes tabs for 'Heat Input for Unit/Stack', 'NOx Rate CEMS', 'Heat Input Appendix D', 'SO2 Appendix D', 'CO2 Appendix D', 'Daily Calibration Tests', and 'All Parameters'. The 'Heat Input Appendix D' tab is active, showing a table with columns: Date/Hr, Fuel System ID, Fuel Type, Fuel Use Time, Load, Load UOM, Rpt. Fuel Flow, Fuel Flow Used in Calc., Fuel Flow Units of Measure, Fuel Flow SODC, GCV, GCV Units of Measure, GCV Sampling Type, Formula Code, Rpt. HI Rate (mmBtu/hr), and Calc. HI Rate (mmBtu/hr). The table contains 10 rows of hourly data for fuel system 103, fuel type PNG, with various load and flow values.

Below the table is a 'Totals' section with a 'View Totals <<' button and 'Back', 'Export All Parameters', 'Export Data on Current Tab', and 'Export Data on All Tabs' buttons. The 'Totals for: Heat Input Appendix D' section shows a summary table with columns: Number of Op. Hours, Total Op. Time (hrs), Load, Sum of Rpt. HI (mmBtu), and Sum of Calc. HI (mmBtu). The summary table includes rows for '2012 QTR 2 Total', '2012 Cumulative Total*', and '2012 Ozone Season Total*'. A note at the bottom states: '*Totals that span multiple reporting periods are approximate. Exact totals appear on the View Quarterly Summary screen after the files are evaluated.' and an 'Export Totals' button is located at the bottom right.

Data organization:

Each tab represents a data group. One hour averages of raw data, calculated data, variables (F factor, BAF, etc), and EPA formula codes are sorted into the displayed columns. Calibration data is also displayed.

The **View Totals** button will bring up a table of year-to-date totals and monthly totals for the data group.

The **Back** button will bring up the facility pick-list or click on the **View Emissions Data** link in the upper left menu pane.

Data from each data group can be exported as a .csv file for importing into Excel for use elsewhere in plant operations or reporting. Use the **Export** buttons and follow instructions.

Error Checking:

Client Tool will check the emissions data for errors. The checking routines include cross-checks against the monitoring plan records and QA/Cert records.

Client Tool will provide a summary error report for download and review. Use the evaluation status message link in the upper right of the main view pane.

The software will also display error messages associated with specific hourly data. Check the **Hourly Errors** column and click on the **View Errors** link for error messages associated with that hour.

There are two categories of error messages; informational messages and critical errors.

Critical errors must be resolved before submittal of the hourly emissions files.

Information messages are non-critical and don't have to be fixed before submittal. Informational errors do indicate that there is an issue that should be looked into, especially if several hours have been tagged with the info message.

Fixing errors:

How to edit the DAHS database records to fix errors is highly dependent on individual DAHS vendors and the specific error. Check your DAHS user manual. If completely puzzled by the Client Tool error report and how to fix it; send a troubleshooting request to your DAHS vendor with a copy of the error report. What to fix will most likely be the status codes associated with the data.

The EPA has been allowing submittal of hourly emissions data with critical errors (they really don't like it). It's best to contact the ECMPS troubleshooting desk first and get advice on the problems. ECMPS will allow submittal to meet the 30 day submittal requirement. This will then give the plant and DAHS vendor more time to figure out what is causing the critical error and get it fixed. The Designated Representative will have to send a note to the assigned EPA Regional ECMPS contact alerting them that a revised/corrected emissions file is ready for re-submittal. The EPA will then open a window to the ECMPS server to allow the re-submittal.

Emissions Data Record Options:

Quarterly summaries of emissions data can be viewed by checking the **View Quarterly Summary** box in the emissions facility list window. First, click once on the facility name to highlight it. Then click the checkbox and set the date range. Double-click on the facility name or click on the **View Data** button (lower right of screen).

The quarterly summary table will display quarterly and year-to-date values for operating time, heat input, SO2 mass, CO2 mass, and NOx rate. The data can be exported as a .csv file for use elsewhere.

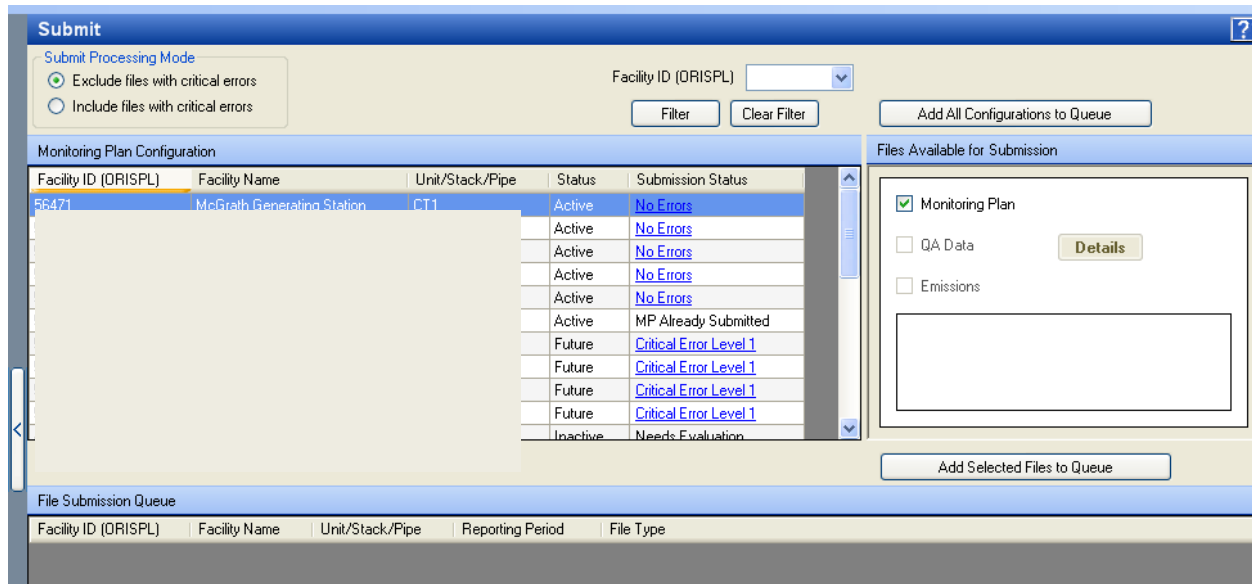
Quarterly Emissions Summary Data							
Reporting Period	Value	No. of Op. Hours	Op. Time (hrs)	Heat Input (mmBtu)	SO2 Mass (tons)	CO2 Mass (tons)	NOx Rate (lb/mmBtu)
2012 QTR 2	Quarterly Reported	352.000	301.420	130910.000	0.000	7779.800	0.017
	Quarterly Calculated	352.000	301.420	130910.000	0.000	7779.800	0.017
	Year To Date Reported	567.000	469.320	197475.000	0.000	11736.200	0.019
	Year to Date Calculated	567.000	469.320	197475.000	0.000	11736.200	0.019
	Ozone Season Reported						
	Ozone Season Calculated						

Submittals:

Client Tool is used for file submittals to the ECMPS server. You must have Agent submittal permissions to do the submittal. All records to be submitted must be evaluated first and return with no critical errors report.

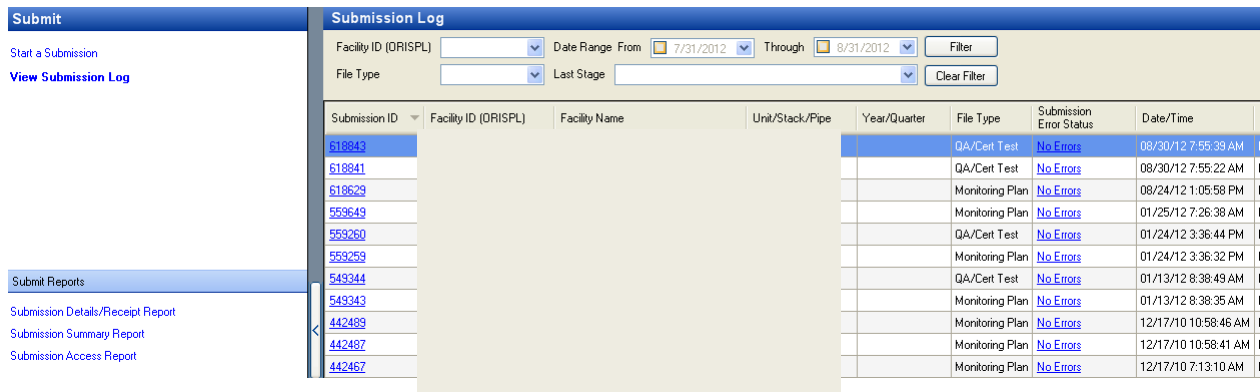
If you are not already logged into the ECMPS server, the system will ask you to log in when you click on the **Submit** button in the left menu pane.

Follow directions for **Add Selected Files to Queue** and clicking on the check boxes for types of files to be submitted. After all files have been placed in the queue window, click on the **Submit** button at the bottom right. The system will ask you to confirm user ID, password and one of your five security questions.



Watch the running script while files are being uploaded to the ECMPs server. Look for the “XML Data set generated on Host System” script. The message means the file has the ECMPs server and is waiting to be processed. Final assurance that a file has been successfully uploaded is the note “Data loaded on EPA Host System”.

You can download a submittal log for record retention using the Submission Details/Receipt Report from the left menu pane. Pick the facility, unit, and file type for the report.



Note that you, the facility’s Designated Representative, and anyone else designated as an Agent should receive a confirmation email and feedback report that a file or files have been officially submitted to ECMPs. The email includes information on who did the submittal.

If you don’t see the confirmation email within 24-hours, log back into the ECMPs server and double-check the submittal/receipt log for the “Data loaded on EPA Host System” message. Also verify with the DR’s office that the confirmation email was received. If the DR has not received the confirming email and the submittal/receipt log does not show the final message, contact ECMPs technical support.