Electric Power Entity Reporting
Imports, Exports, and Wheels

Covered Emissions Calculation
Section 95111

April 26, 2012
Presentation Slides Available Here:
http://www.arb.ca.gov/cc/reporting/ghg-rep/ghg-rep.htm
Disclaimer

This training is provided by ARB solely for informational purposes. It does not provide legal advice and does not have legally binding effect. This training does not supplant, replace or amend any of the legal requirements in the Regulation for the Mandatory Reporting of Greenhouse Gas Emissions, title 17, California Code of Regulations, sections 95100-95157 and associated regulations referenced therein.

Conversely, any omission or truncation of regulatory requirements found within this training does not relieve any entity or person of their legal obligations to fully comply with all requirements of the regulation.
Presentation Agenda

Reporting Under §95111

1. Reporting Timeline - Key Dates
2. Regulatory Basis for Reporting
3. Cal e-GGRT Reporting Tool
4. Excel Workbook: Covered Emissions Calculation
5. Data Transfer to Cal-eGGRT: Save Excel Workbook to XML and Upload
6. Data Certification by June 1\textsuperscript{st}
7. Verification Process Overview
8. Training Resources & Additional Information
Regulatory Basis for Reporting

• California Air Resources Board MRR
  – Regulation for the Mandatory Reporting of Greenhouse Gas Emissions, title 17, California Code of Regulations, Sections 95100-95157

• AB 32 Requirement

• US EPA GHG Rule
Key Reporting Dates

• See **Key Dates** webpage for specific dates applicable to reporting year

• [http://www.arb.ca.gov/cc/reporting/ghg-rep/ghg-rep-dates.htm](http://www.arb.ca.gov/cc/reporting/ghg-rep/ghg-rep-dates.htm)

• Actual Reporting Dates may differ from dates specified in the regulation if the specified dates fall on a Saturday, Sunday, or Holiday

• **Key Dates** page is updated annually with required submission dates
Cal-eGGRT Reporting Tool

Overview of Section 95111 Requirements
What is Cal e-GGRT?

• Cal e-GGRT is the online system used to report all data required by the GHG mandatory reporting regulation.

• The tool contains modules for each sector required to report.
  – Also includes modules for Fee Regulation and SF₆

• Multiple users can be associated with a single facility or entity.

• Verifiers can be associated with facilities and entities in the tool for verification purposes” rather than “data review purposes.
Overview of Cal e-GGRT Operation

• Registration – old and new reporters.
• Input required facility information.
• Adding subparts for reporting.
• Entering emissions data.
• Data reporting mechanisms.
  – Direct interface, XML spreadsheet uploads, spreadsheet attachments (varies by sector)
• Validation messages.
Registration

• Need an ARB Registration Code to register in Cal e-GGRT
  – New reporters must request an ARB Registration Code prior to registration. Send an e-mail request to ghgreport@arb.ca.gov

March 1: Registration and System Overview
A brief overview of registering in the new Cal e-GGRT system and overall system operation.
Slides: 1-per-page (color)  4-per-page (B&W)
Detailed Registration Instructions
Cal e-GGRT Tabs

Data Reporting Tab

e-GGRT Greenhouse Gas Data Reporting

Select Facility

ANNUAL GHG DATA REPORTING
You must select a facility to begin using any Data Reporting features, which include: specifying which subparts the facility will be reporting, entering or updating corporate parent information (subpart A), entering GHG data and viewing validation reports, and lastly, preparing and submitting the Annual Report to ARB.

REPORTING FACILITIES

<table>
<thead>
<tr>
<th>ARB ID</th>
<th>Facility or Supplier</th>
<th>Annual Report Status</th>
<th>Facility Overview</th>
</tr>
</thead>
<tbody>
<tr>
<td>314</td>
<td>ARB Test Facility - TEST ONLY - Production Site (Sacramento, CA)</td>
<td>Not generated</td>
<td>OPEN</td>
</tr>
</tbody>
</table>

FACILITIES NOT REPORTING IN 2011:

<table>
<thead>
<tr>
<th>ARB ID</th>
<th>Facility or Supplier</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No facilities found</td>
</tr>
</tbody>
</table>
Reporting Emissions

ARB Test Facility - TEST ONLY - Production Site (2011)

Cal e-GGRT Greenhouse Gas Data Reporting

Select Facility » Facility or Supplier Overview

FACILITY OR SUPPLIER OVERVIEW

This page allows you to add the source and/or supplier categories for which your facility or supplier will be reporting, then to access those data reporting screens using the OPEN buttons.

After data reporting is complete, you can initiate the annual report review and submission process from this page by using the SUBMIT button (or RESUBMIT for subsequent submissions if needed).
Reporting Emissions

REPORT DATA

<table>
<thead>
<tr>
<th>2011 Reporting Source or Supplier Category</th>
<th>Validation Messages?</th>
<th>Subpart Reporting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sections 95100-95108 (Subpart A)—General Information</td>
<td>View Messages</td>
<td>OPEN</td>
</tr>
<tr>
<td>Section 95111—Electric Power Entities</td>
<td>View Messages</td>
<td>OPEN</td>
</tr>
</tbody>
</table>

ADD or REMOVE Subparts

SUBPART ATTACHMENTS

- Uploaded File Name
- Subpart
- Uploaded By
- Uploaded Date

No subpart attachments

SUBMIT ANNUAL REPORT

If all subparts are completed and Validation Messages addressed to your satisfaction, you are ready to prepare and submit an Annual Report.

<table>
<thead>
<tr>
<th>Report</th>
<th>Uploaded File Name</th>
<th>Status</th>
<th>Submitted Date</th>
<th>Certification Date</th>
</tr>
</thead>
</table>

VERIFICATION BODY

You may only select a verification body after the report has been generated.

This report does not require third party verification. ☐
Reporting: Adding Subparts

California Air Resources Board

13
Reporting: Adding Subparts

- 95114 (Subpart P)—Hydrogen Production
  Description (SHOW/HIDE)

- 95120 (Subpart Q)—Iron and Steel Production
  Description (SHOW/HIDE)

- 95117 (Subpart S)—Lime Manufacturing
  Description (SHOW/HIDE)

- 95118 (Subpart V)—Nitric Acid Production
  Description (SHOW/HIDE)

- 95150-95157 (Subpart W)—Oil and Natural Gas Systems
  Description (SHOW/HIDE)

- 95113 (Subpart Y)—Petroleum Refineries
  Description (SHOW/HIDE)

- 95119 (Subpart AA)—Pulp and Paper Manufacturing
  Description (SHOW/HIDE)

- 95123 (Subpart PP)—Suppliers of Carbon Dioxide
  Description (SHOW/HIDE)

- AB 32 COST OF IMPLEMENTATION FEE REGULATION
  Description (SHOW/HIDE)

- 95201-95207—AB 32 Cost of Implementation Fee Regulation
  Description (SHOW/HIDE)

- SF6 GAS INSULATED SWITCHGEAR
  Description (SHOW/HIDE)

- 95350-95359—SF6 Gas Insulated Switchgear
  Description (SHOW/HIDE)

- ELECTRIC POWER ENTITIES
  Description (SHOW/HIDE)

- 95111—Electric Power Entities
  Description (SHOW/HIDE)
Reporting: Adding 95111 Module

- Add or remove subparts as applicable to reporting entity
- Use to add 95111 “subpart”
- OPEN subpart to complete data entry for each component
Data Reporting

REPORT DATA

<table>
<thead>
<tr>
<th>2011 Reporting Source or Supplier Category</th>
<th>Validation Messages?</th>
<th>Subpart Reporting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sections 96100 95108 (Subpart A)—General Information</td>
<td>View Messages</td>
<td>OPEN</td>
</tr>
<tr>
<td>Section 96111—Electric Power Entities</td>
<td>View Messages</td>
<td>OPEN</td>
</tr>
</tbody>
</table>

ADD or REMOVE Subparts

SUBPART ATTACHMENTS

<table>
<thead>
<tr>
<th>Uploaded File Name</th>
<th>Subpart</th>
<th>Uploaded By</th>
<th>Uploaded Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>No subpart attachments</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SUBMIT ANNUAL REPORT

If all subparts are completed and Validation Messages addressed to your satisfaction, you are ready to prepare and submit an Annual Report.

<table>
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<tr>
<th>Report</th>
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<th>Certification Date</th>
</tr>
</thead>
</table>

VERIFICATION BODY

You may only select a verification body after the report has been generated.

This report does not require third party verification. ☑
Data Reporting – §95111
(Open Section 95111 module to begin reporting)
Data Reporting – §95111
(Open Section 95111 module to begin reporting)

2) UPLOAD ELECTRICITY IMPORTERS OR EXPORTERS REPORTING TOOL

Electricity Importers or Exporters should upload the XML exported from your completed Electricity Importers or Exporters Reporting Tool here.

NOTE: The spreadsheet includes directions for how to export XML from the spreadsheet.

3) UPLOAD ADDITIONAL SPREADSHEETS

As applicable, upload your completed Supplemental Data for MJRPs, Supplemental Data for WAPA and DWR SWP, and/or Optional Asset Controlling Supplier Reporting Tool spreadsheets here.

NOTE: For these three reporting tools, just upload the Excel spreadsheet. You do not need to export XML from the completed spreadsheets.
Excel Workbook

Covered Emissions Calculation
Download the Excel Workbook

• Login to the Cal e-GGRT tool

• Click on the Data Reporting Tab

• Click on any of the OPEN buttons under “Facility Overview”

• Click on the OPEN button for Section 95111 under “Subpart Reporting”

• On the Section 95111 Electric Power Entities webpage, under “1) Download Applicable Form(s)”, click on Workbook 1 EPE Importers and Exporters

• Save the Excel file to your computer and open it.
Organization of Excel Workbook
EPE Importers and Exporters

- First tab from the workbook lists all tabs:

<table>
<thead>
<tr>
<th>Tab Number</th>
<th>Tab Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Guidance on Data Entry</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>How to Export this Workbook Data to XML</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Electric Power Entity Overview Information</td>
<td>Covered Emissions Calculation: This is the overall calculation captured in this workbook. Various workbook tabs contain detailed calculations that feed into this summary tab.</td>
</tr>
<tr>
<td>4</td>
<td>Unspecified Imports</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Specified Imports</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>RPS Adjustment</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Unspecified Exports</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Specified Exports</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Wheeled Power</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Facility Registration Information: Same as Feb 1 Form with the addition of an Import/Export field and Notes field.</td>
<td></td>
</tr>
</tbody>
</table>

* Not part of the Covered Emissions Calculation.
Walk-Thru of Excel Workbook

1. Everyone start Excel and Open the workbook
2. Cover each tab in the workbook listed in the previous slide
3. Locking and Unlocking the workbook
4. Inserting and Deleting Rows
5. Cutting and Pasting Data into the workbook
6. Take questions from participants
Data Transfer to Cal-eGGRT

Save Excel Workbook to XML and Upload
Data Transfer to Cal-eGGRT

• The Excel workbook
• Save-As (Export) to XML
Upload Saved XML File

Section 95111: Electric Power Entities

Electric Power Entity Overview

OVERVIEW OF ELECTRIC POWER ENTITIES (EPE) REPORTING REQUIREMENTS

Electricity Importers or Exporters should download the Electricity Importers or Exporters spreadsheet below, complete the spreadsheet, export the completed spreadsheet to XML, and upload exported XML below.

MJRPs should attach a completed Supplemental Data for MJRPs spreadsheet (which can be downloaded below).

WAPA and DWR SWPs should attach a completed Supplemental Data for WAPA and DWR SWP spreadsheet (which can be downloaded below).

BPAs should attach a completed Optional Asset Controlling Supplier Report spreadsheet (which can be downloaded below).

2) UPLOAD ELECTRICITY IMPORTERS OR EXPORTERS REPORTING TOOL

Electricity Importers or Exporters should upload the XML exported from your completed Electricity Importers or Exporters Reporting Tool here.

NOTE: The spreadsheet includes directions for how to export XML from the spreadsheet.
Validation Messages

• Check Validation Message
• Form upload still required

Section 95111: Electric Power Entities

Electric Power Entity Overview

OVERVIEW OF ELECTRIC POWER ENTITIES (EPE) REPORTING REQUIREMENTS

**Electricity Importers or Exporters** should download the Electricity Importers or Exporters spreadsheet below, complete the spreadsheet, export the completed spreadsheet to XML, and upload exported XML below.

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**WAPA and DWR SWPs** should attach a completed Supplemental Data for WAPA and DWR SWP spreadsheet (which can be downloaded below).

**BPAs** should attach a completed Optional Asset Controlling Supplier Report spreadsheet (which can be downloaded below).
Generate, **Review,** Submit/Certify Report

- Data in spreadsheet attachment, so limited data displayed in report
- Report **locked** after submit/certify
- Final step of reporting

**PRE-CERTIFICATION PREPARATION**

Preparation includes generating then reviewing the Annual Report. When complete, you will be able to proceed to certify and submit the Annual Report.

<table>
<thead>
<tr>
<th>Report</th>
<th>Status</th>
<th>Last Generated</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011 Annual Report v2</td>
<td>Submitted, Pending Certification and Signature</td>
<td>04/05/2012 1:20:28 PM</td>
</tr>
</tbody>
</table>

**GENERATE REPORT**

Generating the report may take from 1 to 10 minutes depending upon the volume of data. Once your facility has generated a report, it is still possible to return to the data reporting screens to make changes. Those changes, however, will not be reflected in your Annual Report until you generate it again.

**VIEW REPORT**

Prior to the submission and certification of your report to ARB, you may review it by using the VIEW REPORT, VIEW EXCEL or VIEW XML buttons.

**SUBMIT and CERTIFY REPORT**

If you have reviewed and are satisfied with your Annual Report you may proceed to submit then certify. The certification process includes applying your electronic signature (entering your password and answering a challenge question).
Data Certification by June 1
Data Certification

1. GHG report must be certified after generation, review, and submittal

2. Certification must be completed by June 1

3. After submitting password and answering challenge question, the report will be locked to further modification and will be ready for verification

4. If verifier requests revisions, then report will be unlocked to make changes and submit a subsequent revision

5. If verifier does not request revisions, then report will be submitted to ARB
Verification Process

Brief Overview
Verification Process – Brief Overview

- Reporting by June deadline
- Verification by September deadline
- Final submittal of verification statements
- See **Key Dates** webpage for specific dates applicable to reporting year

- [http://www.arb.ca.gov/cc/reporting/ghg-rep/ghg-rep-dates.htm](http://www.arb.ca.gov/cc/reporting/ghg-rep/ghg-rep-dates.htm)
Verification Process – Brief Overview

• After submittal and certification, begin verification process:
  
  – Submittal must be verified by an Accredited Verification Body (list posted on the ARB website, http://www.arb.ca.gov/cc/reporting/ghg-ver/ghg-ver.htm)
  
  – Reporters must contract directly with Accredited Verification Body for verification services
  
  – ARB will be checking Accredited Verifiers for potential Conflict of Interest
Verification Process – Brief Overview

• Verifiers must verify submittal with “reasonable assurance” (not “absolute assurance”)

• Verifiers will request documentation of electricity procurements and deliveries (e.g., NERC e-Tags, written power contracts, settlements data, etc.)

• Verifiers will check specified emission factors used
Verification Process – Brief Overview

• Verifiers will be verifying reported emissions AND associated data is accurate and complete.

  – “Material misstatement” – any discrepancy, omission, or misreporting (or combination) such that the total reported emissions or single reported product component have errors greater than ±5%

  – “Nonconformance” – failure to use the methods or emission factors specified to calculate emissions, or the failure to meet any other requirements of the regulation
Verification Process

Material Misstatement Assessment per § 95131

In assessing whether an emissions data report contains a material misstatement, the verification team must separately determine whether the total reported covered emissions and reported single product data components contain a material misstatement using the following equation:

- “Discrepancies” means any differences between the covered emissions/product data and verifier calculated covered emissions/product data for a data source or product data subject to data checks in section 95131(b)(8).

- “Omissions” means any covered emissions or product data the verifier concludes must be part of the emissions data report, but were not included by the reporting entity in the emissions data report.

- “Misreporting” means duplicate, incomplete or other covered emissions the verifier concludes should, or should not, be part of the emissions data report or duplicate or other product data the verifier concludes should not be part of the emissions data report.

- “Total reported emissions/product data” means the total annual reporting entity covered emissions or reported single product data components for which the verifier is conducting a material misstatement assessment.
Training Resources and Additional Information
Training Resources

• Reporting Guidance: Applicability, Metering
  http://www.arb.ca.gov/cc/reporting/ghg-rep/guidance/guidance.htm

• Cal e-GGRT Main Help Page
  http://www.ccdsupport.com/confluence/display/calhelp/Home

• Tool Training: Registration, Subparts
  http://www.arb.ca.gov/cc/reporting/ghg-rep/tool/ghg-tool.htm

• Cal e-GGRT Sandbox Training Site
  https://ssldev.arb.ca.gov/Cal-eGGRT/
For More Information

• GHG Reporting Website

• See website for:
  – Regulation, reporting guidance, and fact sheets
  – Reporting tool information
  – “Clean” copy of the regulation (no underline/strikeout)
  – Sector specialist contacts

• Email reporting tool questions to: [ghgreport@arb.ca.gov](mailto:ghgreport@arb.ca.gov)
# GHG Reporting Contacts

<table>
<thead>
<tr>
<th>Subject Matter</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>GHG Mandatory Reporting (General)</td>
<td><strong>Dave Edwards</strong>, Manager 916.323.4887</td>
</tr>
<tr>
<td>Reporting Requirements, Stationary Combustion, Other Sectors (cement, glass, pulp and paper, etc.)</td>
<td><strong>Patrick Gaffney</strong> 916.322.7303</td>
</tr>
<tr>
<td>Reporting Tool Registration and General Questions</td>
<td><strong>Karen Lutter</strong> 916.322.8620</td>
</tr>
<tr>
<td>Electricity Generation and Cogeneration Facilities</td>
<td><strong>Anny Huang</strong> 916.323.8475</td>
</tr>
<tr>
<td><strong>Electricity Retail Providers and Electricity Marketers</strong></td>
<td><strong>Wade McCartney</strong> 916.327.0822</td>
</tr>
<tr>
<td>Fuel and CO2 Suppliers - Transportation Fuels, Natural Gas, LPG, CO2</td>
<td><strong>Byard Mosher</strong> 916.323.1185</td>
</tr>
<tr>
<td>Petroleum Refineries, Hydrogen Plants, Oil &amp; Gas Production</td>
<td><strong>Byard Mosher</strong> 916.323.1185</td>
</tr>
<tr>
<td>Greenhouse Gas Report Verification</td>
<td><strong>Renee Lawver</strong>, Manager 916.322.7062</td>
</tr>
<tr>
<td>Chief – Greenhouse Gas Emission Inventory Branch</td>
<td><strong>Richard Bode</strong>, Chief 916.323-8413</td>
</tr>
</tbody>
</table>
Thank You