


1. Subpart QQ - Importers and Exporters of Fluorinated Greenhouse Gases Contained in Pre-Charged Equipment or Closed-Cell Foams . . .
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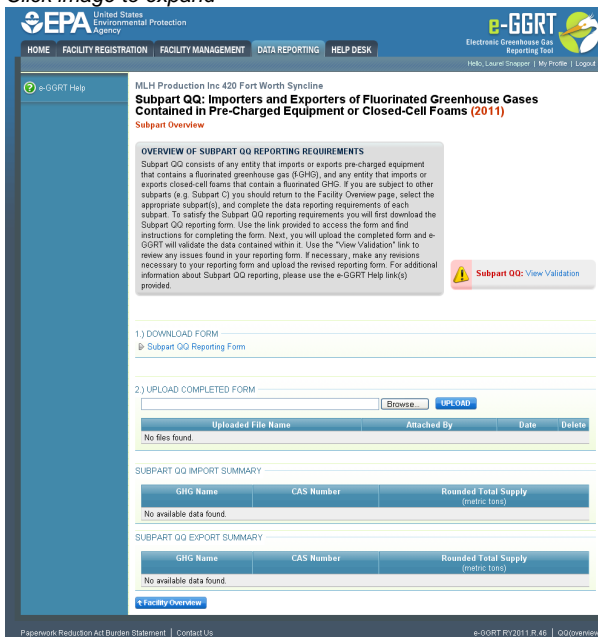
Subpart QQ - Importers and Exporters of Fluorinated Greenhouse Gases Contained in Pre-Charged Equipment or Closed-Cell Foams

 A printer-friendly version (pdf) (4 pp, 400KB) of GHG reporting instructions for this subpart

This page provides an overview of Subpart QQ reporting through e-GGRT. More detailed information regarding the Subpart QQ reporting can be found in the [Subpart QQ Webinar](#).

Once you have added Subpart QQ to the list of subparts you will report and clicked on the "Open" link next to Subpart QQ you will see the following screen:

Click image to expand



The screenshot shows the e-GGRT reporting interface for Subpart QQ. The header includes the EPA logo and navigation tabs: HOME, FACILITY REGISTRATION, FACILITY MANAGEMENT, DATA REPORTING, and HELP DESK. The user is logged in as 'Hebi, Laurel Snapper'. The main content area is titled 'MLH Production Inc 420 Fort Worth Sunline' and 'Subpart QQ: Importers and Exporters of Fluorinated Greenhouse Gases Contained in Pre-Charged Equipment or Closed-Cell Foams (2011)'. It features an 'Overview' section with reporting requirements, a 'DOWNLOAD FORM' section with a link to the reporting form, and an 'UPLOAD COMPLETED FORM' section with a file upload area. Below these are two summary tables for 'SUBPART QQ IMPORT SUMMARY' and 'SUBPART QQ EXPORT SUMMARY', both showing 'No available data found'.

Subpart QQ Reporting Form

Please see [Reporting Form Instructions](#) on downloading the blank reporting form and uploading the completed reporting form.

- Supplier Details
- Pre-Charged Equipment
- Foams NOT in Appliances

Completed Subpart QQ Reporting Forms

After you have successfully uploaded the reporting form, the upload page will be updated to reflect the file you have uploaded. During the upload e-GGRT will generate a validation report which will list potential deficiencies or issues with your reporting form.

Click image to expand

The screenshot shows the EPA e-GGRT interface for Subpart QQ reporting. It includes a navigation menu, a header with the EPA logo, and a main content area with the following sections:

- OVERVIEW OF SUBPART QQ REPORTING REQUIREMENTS:** A text block explaining the reporting requirements for entities that import or export pre-charged equipment containing fluorinated greenhouse gases.
- 1.) DOWNLOAD FORM:** A link to download the Subpart QQ Reporting Form.
- 2.) UPLOAD COMPLETED FORM:** A section with a file upload button and a table of uploaded files.
- SUBPART QQ IMPORT SUMMARY:** A table listing imported equipment.
- SUBPART QQ EXPORT SUMMARY:** A table listing exported equipment.

Uploaded File Name	Attached By	Date	Delete
Subpart QQ Reporting Form_2012.xls	Laurel Strapper	August 17, 2012	X

GHG Name	CAS Number	Rounded Total Supply (metric tons)
HFC-134a	811-97-2	0.3000
HFC-245fa	460-73-1	0.6290

GHG Name	CAS Number	Rounded Total Supply (metric tons)
No available data found		

If you attempt to upload a file but your file is not accepted by e-GGRT it is generally because your file has a fatal flaw or is missing essential data. The reason why the file was not acceptable is displayed as a screen error on the upload page.

Click on the Subpart QQ: View Validation link to review your validation report. An explanation of the validation report and the process for correcting validation issues prior to submission is presented in [Reporting Form Validation](#)

Once you have addressed the validation issues to the extent you believe necessary and address the requirements of any other applicable subparts you must generate, review, certify, and submit your annual report as described in [How to Submit an Annual Report](#)

Pre-Charged Equipment

Pre-Charged Equipment

Please see [Reporting Form Instructions](#) on downloading the blank reporting form and uploading the completed reporting form.

Fill out the import/export of an appliance/electrical equipment information table.

- 1) A unique name or ID of your choice: this could be the model number but note that if you both import and export the same model number, you will need a different name, for example Refrigerator1-I and Refrigerator1-E.
- 2) The type or category of the equipment: these are broad but you can use the description if you wish to keep track of additional detail; currently there are several types covering appliances (window units, PTACs, motor vehicle ACs, residential and commercial AC, dehumidifiers, refrigerator-freezers, retail food appliances, ice makers, water heaters and other appliances). There are also several covering electrical equipment (circuit breakers, gas-insulated substations, gas-insulated lines, power transformers and other switchgear).
- 3) Whether this particular equipment was imported or exported: you will have to enter two records if you both import and export equipment.
- 4) The number of pieces of equipment that is imported or exported.
- 5) The total charge or holding size of each unit.
- 6) Whether the appliance also contains a foam with f-GHGs. If so, additional details regarding the foam must be reported.
- 7) The date(s) on which the equipment was imported or exported.

Foams NOT in Appliances

Foams NOT in Appliances

Please see [Reporting Form Instructions](#) on downloading the blank reporting form and uploading the completed reporting form.

Fill out the information table on the import/export of closed-cell foams made with an f-GHG that are not part of an appliance/electrical equipment.

- 1) A unique name or ID.
- 2) The type or category of the foam.
- 3) Whether this particular foam was imported or exported.
- 4) The total volume of foam imported or exported (cubic feet).
- 5) The f-GHG(s) used to make the foam. If you don't know what f-GHG was used, follow the instructions to report in terms of carbon dioxide equivalent and certify that you were unable to obtain the f-GHG identity and mass from the foam manufacturer.
- 6) The amount of that f-GHG per cubic feet of foam.
- 7) The date(s) on which the foam was imported or exported.

Reporting Period	Supplier Name	Supplier ID	Reporting Year	Volume (cubic feet)	f-GHG(s)	f-GHG per cubic feet	Date(s)	Imported/Exported	Other Information

Supplier Details

Supplier Details

Please see [Reporting Form Instructions](#) on downloading the blank reporting form and uploading the completed reporting form.

Fill out the general information table.

- GHGRP ID is required. *(the GHGRP ID on the reporting form must match the facility ID in e-GGRT)*
- Reporting Year is required. *(choose a reporting year from the drop-down list)*

1.) Fill out the following table with general information about this supplier.

Supplier Company Name:	
GHGRP ID:	
Reporting Period:	
Comments: (optional)	