

Notification to Discontinue Reporting and Notification for Not Submitting an Annual Report

Notification to Discontinue Reporting for the Current or Next Reporting Year

If you intend to discontinue reporting under Part 98 for the current reporting year, or the next reporting year, you are required to notify EPA by March 31st. Please note that there are very specific criteria for discontinuing reporting so please read the 'small print' before checking the appropriate box.

To begin, click the "Notify EPA that this facility or supplier will not submit a Reporting Year [Reporting Year No Longer Reporting] annual report" link. It is available at the bottom of the FACILITY OR SUPPLIER OVERVIEW page.

>> [Click this link to expand](#)

YOUR REPORTING YEAR 2022 STATUS

EPA is expecting an annual report for 2022 from this facility.

▶ [Notify EPA that this facility or supplier will not submit a Reporting Year 2022 annual report.](#)

▶ [Notify EPA that this facility or supplier will not submit a Reporting Year 2023 annual report.](#)

YOUR REPORTING YEAR 2022 STATUS

EPA is expecting an annual report for 2022 from this facility.

▶ [Notify EPA that this facility or supplier will not submit a Reporting Year 2022 annual report.](#)

▶ [Notify EPA that this facility or supplier will not submit a Reporting Year 2023 annual report.](#)

Next, check the appropriate option and click SAVE. You will be returned to the FACILITY OR SUPPLIER OVERVIEW page. There is no confirmation email and no further action is required.

>> [Click this link to expand](#)

The screenshot shows the EPA e-GGRT (Electronic Greenhouse Gas Reporting Tool) interface. The user is logged in as 'Straight Cash Home (GHGRP ID: 535398)'. The main heading is 'e-GGRT Greenhouse Gas Data Reporting (2022)'. Below this, there is a section titled 'NOTIFICATION TO DISCONTINUE' with a sub-heading 'NOTIFICATION TO DISCONTINUE REPORTING FOR REPORTING YEAR 2023'. The text explains that facilities or suppliers are required to continue reporting every year under Part 98, but can discontinue reporting after this year by selecting a reason and clicking 'SAVE'. The reasons listed are: 'Cessation of operations', 'Change of operations', 'Facility has merged', and 'Exiting the program'. At the bottom of the form, there are 'SAVE' and 'CANCEL' buttons. The footer includes 'Paperwork Reduction Act Burden Statement', 'Contact Us', and 'e-GGRT 22-14-2329 | notReporting'.

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HOME FACILITY REGISTRATION FACILITY MANAGEMENT DATA REPORTING EPA REPORTS HELP DESK

e-GGRT Help

Straight Cash Home (GHGRP ID: 535398)

e-GGRT Greenhouse Gas Data Reporting (2022)

Select Facility • Facility or Supplier Overview • **Not Reporting Notification**

NOTIFICATION TO DISCONTINUE

In general, once a facility or supplier is subject to Part 98 they are required to continue reporting every year. Part 98 does provide conditions under which a facility or supplier may discontinue reporting. In all cases, you are required to notify EPA of your intention to discontinue reporting. If you will discontinue reporting after this reporting year, please select the appropriate reason below and click SAVE. See 40 CFR 98.2 for more information about scenarios in which a facility or supplier may discontinue complying with Part 98 or a specific subpart of Part 98.

NOTIFICATION TO DISCONTINUE REPORTING FOR REPORTING YEAR 2023

If this facility or supplier will not submit a report next year, you are required to notify EPA by selecting the appropriate reason

☐ **Cessation of operations:** All applicable GHG-emitting processes and operations ceased to operate in the 2022 calendar year.

☐ **Change of operations:** All applicable operations of the facility or supplier changed in 2022 and the processes or operations no longer meet the definition of the source category as specified in an applicable subpart.

☐ **Facility has merged:** The entire facility or supplier is merged into another facility or supplier that already reports to the GHGRP.


☐ **Exiting the program:** The facility or supplier has reported below 15,000 metric tons (mt) CO₂e/year for 3 consecutive years or below 25,000 mt CO₂e/year for 5 consecutive years in 2022.

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Straight Cash Homie (GHGRP ID: 535398)
e-GGRT Greenhouse Gas Data Reporting (2022)
Select Facility » Facility or Supplier Overview » **Not Reporting Notification**

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Cessation of Operations

By selecting this reason for discontinuing the reporter is indicating that all applicable GHG-emitting processes and operations ceased to operate in the current reporting year, and that you discontinued complying with Part 98 monitoring in the current reporting year when operations ceased. This reasoning also indicates that you intend to discontinue complying with Part 98 after the current reporting year. This notification does not impact your reporting obligations for the current reporting year, and you must resume compliance with Part 98 for any calendar year that your operations resume and become applicable again. For more information, please see the exceptions of Cessation of Operations as outlined under §98.2(i)(3).

Alteration of Operations

By selecting this reason, the reporter is indicating that all applicable operations and processes changed such that the entire facility (all subparts) no longer meets the definition(s) of source category(s) as specified in the applicable subpart(s). For more information, please see the exceptions under §98.2(i)(5).

Facility Has Merged

By selecting this reason, the reporter is indicating that the entire facility or supplier has been merged into another facility or supplier that already reports to the Greenhouse Gas Reporting Program (GHGRP). If you select this reason, you will be required to enter the six-digit GHGRP identification number(s) of the facility (or facilities) where these activities will now be reported. For more information, please see the exceptions under §98.2(i)(6).

>> [Click this link to expand](#)

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e-GGRT Electronic Greenhouse Gas Reporting Tool

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Straight Cash Homie (GHGRP ID: 535398)
e-GGRT Greenhouse Gas Data Reporting (2022)
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[Related FAQs](#)

ADDITIONAL INFORMATION

Six-digit GHGRP identification number of the facility where these activities will now be reported

Should you have more than one GHGRP to enter, please enter them separated by commas.

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[Related FAQs](#)

ADDITIONAL INFORMATION

Six-digit GHGRP identification number of the facility where these activities will now be reported

Should you have more than one GHGRP to enter, please enter them separated by commas.

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Exiting the Program

By selecting this reason, the reporter is indicating the entire facility has reported emissions of less than 25,000 metric tons CO₂e per year for five consecutive years or less than 15,000 metric tons CO₂e per year for three consecutive years for all subparts. In either case, the owner or operator of the facility must submit a notification to the Administrator that announces the cessation of reporting. The notification shall be submitted no later than March 31st of the year immediately following the fifth consecutive year of emissions less than 25,000 tons CO₂e per year or March 31st of the year immediately following the third consecutive year of emissions less than 15,000 tons CO₂e per year. The owner or operator must maintain the corresponding records required under §98.3(g) for each of the consecutive years in question and retain such records for three years following the year that reporting was discontinued. The owner or operator must resume reporting if annual emissions in any future calendar year increase to 25,000 metric tons CO₂e per year or more. If you select this reason, you will be required to make a selection in the ADDITIONAL INFORMATION section. If the facility can cease reporting only for direct emitter subparts, click the appropriate option ("Direct emitter subparts only") and click SAVE. For more information, please see the exceptions under §98.2(i)(1) and (2).

These same provisions apply to suppliers subject to subparts LL through QQ by substituting the term "quantity of GHG supplied" for "emissions." If the facility can cease reporting only for supplier subparts, click the appropriate option ("Supplier subparts only") and click SAVE. For more information, please see the exceptions under §98.2(i)(4).

If the facility can cease reporting for all reported subparts, click the appropriate option ("Entire facility") and click SAVE. Note that if notifying that a facility or supplier will not submit for the current reporting year, this additional information is not required.

>> Click this link to expand



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Straight Cash Homie (GHGRP ID: 535398)

e-GGRT Greenhouse Gas Data Reporting (2022)

Select Facility » Facility or Supplier Overview » **Not Reporting Notification**

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Related FAQs

ADDITIONAL INFORMATION

Exiting the program after 3 years
: Reported under 15,000 mtCO₂e/year for 3 consecutive years


☐ Entire facility (all subparts)
☐ Supplier subparts only (direct emitter subparts will continue to report)
☐ Direct emitter subparts only (supplier subparts will continue to report)

Exiting the program after 5 years
: Reported under 25,000 mtCO₂e/year for 5 consecutive years

☐ Entire facility (all subparts)
☐ Supplier subparts only (direct emitter subparts will continue to report)
☐ Direct emitter subparts only (supplier subparts will continue to report)

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Related FAQs

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☐ Supplier subparts only (direct emitter subparts will continue to report)
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Exiting the program after 5 years
: Reported under 25,000 mtCO₂e/year for 5 consecutive years

☐ Entire facility (all subparts)
☐ Supplier subparts only (direct emitter subparts will continue to report)
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If the facility or supplier will not submit an annual report for the current Reporting Year for a reason other than those listed, please contact the GHGRP Help Desk at GHGReporting@epa.gov.


Not Submitting an Annual Report for the Current Reporting Year

>> *Click this link to expand*

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General Reporting Information
About the Data Reporting Tab

e-GGRT Greenhouse Gas Data Reporting (2020)

Select Facility

ANNUAL GHG DATA REPORTING

Use this page to access the annual reports for each of your facility(s) and supplier(s).

Note that the page defaults to the most recent reporting year, but you can access previous years by using the REPORTING YEAR drop down menu and then selecting GO.

Batch Review and Certification

REPORTING YEAR
2020
GO

FACILITIES EXPECTED TO REPORT for 2020¹

GHGRP ID	Facility or Supplier	Annual Reporting Status	Facility Overview
525322	Tier 2 Carryover Facility (Facility, NE)	Not generated	OPEN
525323	Parkington Inc (Arlington, VA)	New Final Review required	OPEN
525523	Tier 1 Streamlined Reporting Facility (Latham, NY)	Not generated	OPEN
525524	Tier 3 Streamlined Reporting Facility (Latham, NY)	Not generated	OPEN
525525	Tier 2 Streamlined Reporting Facility (Latham, NY)	Not generated	OPEN
525542	Tier 2 Facility (Park Fairfax, VA)	Not generated	OPEN
525602	Screenshot Facility (Screenshot, SC)	Not generated	OPEN
525802	Help Desk Facility 528660 (Washington, DC)	Not generated	OPEN
527284	ILJL SPW Faciliti (Main St, SC)	Not generated	OPEN
527765	SP RR TEST FACILITY (Geologic Sequestration, VT)	Not generated	OPEN
527766	Washington State Helpdesk Facility (Olympia, WA)	Not generated	OPEN
527805	Subpart SS Test Facility (Testing, SC)	Not generated	OPEN

FACILITIES NOT EXPECTED TO REPORT for 2020¹

GHGRP ID	Facility or Supplier	Reason for Not Reporting	
515789	Angkor (Sunnyside, NY)	You notified EPA of this facility's exiting of the program in a previous year.	OPEN

¹ If EPA's expectation is incorrect for any facility, use the blue OPEN button to access its Facility or Supplier Overview screen; then see the AN ANNUAL REPORT IS or IS NOT EXPECTED section for more information about changing the Facility or Supplier's reporting status.

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e-GGRT 20.19-j1605 | DR-facility-select

Changing the Facility or Supplier's Reporting Status for the Current Reporting Year

If your facility has been identified as "NOT EXPECTED TO REPORT" but later you find that you are required to submit an annual report, click the OPEN button for the facility. The FACILITY OR SUPPLIER OVERVIEW page will appear.

At the bottom of the page, click the "change the facility or supplier's reporting status" link.

>> Click this link to expand

YOUR REPORTING YEAR 2020 STATUS

EPA is not expecting an annual report for 2020 from this facility for the following reason: [You notified EPA of this facility's exiting of the program in a previous year.](#)

If this facility will submit an annual report for 2020 you may [change the facility or supplier's reporting status.](#)

YOUR REPORTING YEAR 2020 STATUS

EPA is not expecting an annual report for 2020 from this facility for the following reason: [You notified EPA of this facility's exiting of the program in a previous year.](#)

If this facility will submit an annual report for 2020 you may [change the facility or supplier's reporting status.](#)

A pop-up message will appear. Click the OK button.

The facility will now appear in the "FACILITIES EXPECTED TO REPORT" section for the current Reporting Year.

Click the OPEN button to begin reporting for the facility.

Recently Registered Facilities and/or Facilities with No Reporting History

For a facility that has recently registered and/or has no reporting history, the user will see the "THIS FACILITY HAS RECENTLY REGISTERED AND/OR HAS NO REPORTING HISTORY" section with the following guidance:

- If the facility meets the reporting threshold (see 40 CFR 98.2), please prepare and submit the annual GHG report.
- If the facility does not meet the reporting threshold, no further action is required.

>> *Click this link to expand*

THIS FACILITY HAS RECENTLY REGISTERED AND/OR HAS NO REPORTING HISTORY

- ▶ If the facility meets the reporting threshold (see 40 CFR 98.2), please prepare and submit the annual GHG report.
- ▶ If the facility does not meet the reporting threshold, no further action is required.

THIS FACILITY HAS RECENTLY REGISTERED AND/OR HAS NO REPORTING HISTORY

- ▶ If the facility meets the reporting threshold (see 40 CFR 98.2), please prepare and submit the annual GHG report.
- ▶ If the facility does not meet the reporting threshold, no further action is required.