Greenhouse Gas Reporting Training

Natural Gas Suppliers

May 2021



Agenda

- 1. Review reporting requirements
- 2. Changes to reporting in 2021
- 3. Introduction to Your DEQ Online
- 4. Questions



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Reporting requirements

Natural gas supplier regulation

- Applies to any entity that produces, imports, sells, or distributes natural gas in Oregon
- Must report the total volume of natural gas delivered and emissions from complete combustion of this gas
- Emissions quantified using methodology in 40 C.F.R. part 98, subpart NN for CO₂ emissions and subpart C for CH₄ and N₂O emissions

Natural gas supplier regulation: OAR 340-215-0115



Reporting requirements

Natural gas supplier regulation

- May use reporter specific emission factors for:
 - Higher heating value
 - Emission factor

Must provide data used to calculate these values if requested by DEQ

Reporting requirements

Large end-users

- Report volumes of natural gas delivered to each end-user that receives at least 460,000 Mscf annually
- Provide contact information to identify the end-user facility, including the DEQ Source ID (permit number)



Natural gas supplier regulation: OAR 340-215-0115

Reporting deadline

Deadline for reporting has been extended to July 16, 2021.



Agenda

- 1. Review existing reporting requirements
- 2. Changes to reporting in 2021
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Reporting changes

Natural gas marketers

- For each marketer transporting natural gas through your pipeline, you must now provide:
 - Contact information to identify the marketer
 - Volume of natural gas transported for each marketer

Reporting changes

Biomethane

- If you purchase and deliver biomethane, you must now provide:
 - Identifying information on the biomethane producer
 - Volume of biomethane purchased from each producer



Not implemented this year

- Third party verification
 - Will apply to 2021 data reported in 2022
- Climate protection program
 - Program details and implementation timeline still under development



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Your DEQ Online

New online reporting system:

Your DEQ Online

- DEQ is moving existing processes to this new online system
- Greenhouse gas reporting for natural gas suppliers is in the first group to move



<u>Step 1 – Register your account</u>

3 account types available in the system

- Responsible Official (RO)
 - Responsible for ensuring submitted information is accurate
 - Corresponds to the "designated representative" in the greenhouse gas reporting rules
- Consultant
 - Able to enter information into a report, but cannot certify and submit
 - Must be given reporting permissions by an RO account
- General Public



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Step 1 – Register your account

- Accounts require a password and a pin
- RO account will need this pin to certify reports within the system



Dashboard

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<u>Step 2 – Verify your account (RO accounts only)</u>

Identity Verification Required

The System needs to verify your identity in order to grant you the 'RO' privilege to make a submittal. You have two options to complete the verification which are E-Verify or Electronic Subscriber Agreement (ESA).

To start the identity proofing process, you may go to My Account or click the button below.



Go to my account



<u>Step 2 – Verify your account (RO accounts only)</u>

| YOUR DEQ ONLINE | Basic Info Account Type Passwo | rd/Pin Security Questions Consu | Verification | n | |
|---|--|--|--|---|---|
| Insights | Option #1: E-Verify | | | | Option #2: Electronic Signature Agreement (ESA) |
| Dashboard Views summary of work progress. Submittals Start New Submittal Create new submittals. Edit unfinished submittals. Track Submittal Status Monitor submittal status | Please provide information below to locally. Make sure you are using your person before your last move. If successful, you will be informed pr security reasons, the System will on If the E-Verify is not successful, it me follow the ESA option to complete yo | E-Verify yourself, Information provided here nal HOME information . If you have moved in omptly and can start using your account to Iy allow you for 0 trials . eans the System is unable to authenticate yo ur identity proofing. | e is for E-Verify purpor I past 6 months, please certify/submit docume pur identity with the da | se only, and will not be saved e use your previous HOME address ents to the Authority. Due to ta you provided. In this case, please | Please print and sign an Electronic Signature Agreement below and mail it to the Authority at the address shown on the ESA. The Authority will verify your identity and make a decision on your 'RO' request. You will receive an email notification after the Authority's decision is made. The ESA will take some time because it involves the mail delivery, paper handling, human checks, and data entries. While you are waiting for the verification process to be complete, you will be able to access the system on a limited basis, but will not be able to submit a report. If you have not received any feedback after 6 weeks after submitting your ESA, please contact the Authority to follow up. |
| Upcoming Obligations Submit compliance reports. Pay Invoices/Fees Make online payments. | Fírst Name * | Middle Initial | Last Name * | | Print and sign an Electronic Signature Agreement. |
| Issuance Permits/Certificates Track permits or licenses. | Address 1 * | Address 2 | Zip | Code * | |
| Utilities | | OR | ~ 0 | 0000 | |
| Public Records Search Public Submittals, Notices and Permits. | Phone * | Date of Birth * | | SSN (Last 4) * | |
| Settings | 0 | | | and the second second | |
| My Account Change account information. | Opportunity Left: U | | | E-Verify | |

<u>Step 2 – Verify your account (RO accounts only)</u>

| YOUR DEQ ONLINE | Basic Info Account Type Password | Pin Security Questions Consu | Itants Verification | | | |
|--|---|---|--|---|--|--|
| Insights | Personal identity is verifi | ed through ESA . | | | | |
| Dashboard Views summary of work progress. | Option #1: E-Verify | | | | Option #2: Electronic Signature Agreement (ESA) | |
| Submittals Start New Submittal Create new submittals. Resume Edits Edit unfinished submittals. Track Submittal Status Monitor submittal status Upcoming Obligations Submit compliance reports. | Please provide information below to E- locally. Make sure you are using your personal before your last move. If successful, you will be informed prom security reasons, the System will only ; If the E-Verify is not successful, it mean follow the ESA option to complete your | erify yourself. Information provided here HOME Information. If you have moved in ptly and can start using your account to allow you for 0 trials. In the System is unable to authenticate you identity proofing. | e is for E-Verify purpose o 1 past 6 months, please usi certify/submit documents our identity with the data yo | only, and will not be saved se your previous HOME address s to the Authority. Due to you provided. In this case, please | Please print and sign an Electronic Signature Agreement below and mail it to the Authority at the address shown on the ESA. The Authority will verify your identity and make a decision on your 'RO' request. You will receive an email notification after the Authority's decision is made. The ESA will take some time because it involves the mail delivery, paper handling, human checks, and data entries. While you are waiting for the verification process to be complete, you will be able to access the system on a limited basis, but will not be able to submit a report. If you have not received any feedback after 6 weeks after submitting your ESA, please contact the Authority to follow up. | |
| Pay Invoices/Fees Make online payments. | First Name * | Middle Initial | Last Name * | | Print and sign an Electronic Signature Agreement. Print | |
| Issuance Permits/Certificates Track permits or licenses. | Address 1 * | Address 2 | | | | |
| Utilities | City * | State * | Zip Cod ~ 0000 | de * | | |
| Search Public Submittals, Notices and Permits. | Phone * | Date of Birth * | s: | 0000 | | |
| My Account Change account information. | Opportunity Left: 0 | | | E-Verify | | |

<u>Step 3 – Link to your facility (RO account only)</u>

| | 206 * Mary PleasantTest | | | < |
|---|--|--|---|----------|
| Insights | Basic Info Account Type Password/Pin Security Quest | stions Consultants Verification | | |
| Dashboard Views summary of work progress. | Account Type | | | |
| Submittals Start New Submittal Create new submittals. Resume Edits Edit unfinished submittals. Track Submittal Status Monitor submittal status Upcoming Obligations Submit compliance reports. Page Invoices/Fees | RO A Responsible Officer (RO) is responsible for ensuring that inform and submit the submittal. Consultant A Consultant may prepare a submittal form for a Responsible Offic General Public A Public account grants privileges to pay invoices and respond to Submittal Group | nation submitted to the Authority on behalf of an associated facility (or facilities) is accurate ficial (RO). To prepare submittals for an RO, a Consultant account needs to be associated wit to the Authority's public notices. A Public account does not grant access to preparing or subr | ate through the portal. The RO may permit a consultant to prepare a submittal in the system through an associated account, however, only the RO may certify with an RO account (by the RO). Only an RO may certify and submit submittals. bmitting a submittal in the portal. | P. St |
| Make online payments. | Submittal group will affect your access right of submittals. | | | |
| Issuance Permits/Certificates Track permits or licenses. | 🗌 Fee Payment 🕕 | 🔲 Gasoline Transporter 🕕 | Greenhouse Gas Reporting 2 | |
| Utilities | Linked Facilities | | | |
| Public Records Search Public Submittals, Notices and Permits. | Changing facility association needs to be approved. | | | |
| Settings | Select linked facilities | | | Ξ |
| Change account information. | 1 | | | |

<u>Step 3 – Link to your facility (RO account only)</u>

| Linked Facilities | | | |
|--|-----|----------------------------|--|
| Changing facility association needs to be approved. | | | |
| Select linked facilities | | | |
| Q Type here to filter list | | | |
| 3 Phases Renewables 1228 E Grand Ave El Segundo CA 90245 | 56 | O 3 Phases Renewables | |
| All State Tank Lines 57 Scenic Ave Santa Rosa CA 95407 | 147 | All State Tank Lines | |
| ALPHA TRANSPORT INC PO BOX 16615 SALT LAKE CITY UT 84116 | 121 | ALPHA TRANSPORT INC | |
| APP / Associated Petroleum 3250 NW St. Helen Rd PORTLAND OR 97210 | 120 | APP / Associated Petroleum | |
| Arrow Logistics 2520 Foothill Blvd Grants Pass OR 97526 | 152 | O Arrow Logistics | |
| 100 5 | - | ABC Free 110 | |



Step 3 – Link to your facility (RO account only)

Wait until your identity is verified before linking to facilities

If your identify has not been verified, your facility linkage will not be approved.



If your identify is verified, you will see a green thumbs up – indicating a successful facility linkage.



| | DEQ |
|--|-----|
| | |

<u>Step 4 – Adding a consultant (RO accounts only)</u>

| | Basic Info Account Type Password/Pin See | curity Question Consultants /erification | | | |
|--|--|--|-------------------------|-----|-----------------|
| Insights | No consultants associated yet | | | | |
| Dashboard Views summary of work progress. | No consultants associated yet. | | | | |
| Submittals | | | | | |
| Start New Submittal Create new submittals. | Email | | | | Find Consultant |
| Edit unfinished submittals. | Matt Steele | 🖂 🔢 700 NE Multnomah St., Suite 600, Portland | 0 503-893-0698 97232 | DEQ | |
| Track Submittal Status Monitor submittal status | | | | | |
| Upcoming Obligations Submit compliance reports. | | | | | |
| Pay Invoices/Fees Make online payments. | | | | | |
| Issuance | | | | | |
| Permits/Certificates Track permits or licenses. | | | | | |
| Utilities | | | | | |
| Public Records Search Public Submittals, Notices and Permits. | | | | | |
| Settings | | | | | |
| My Account Change account information. | | | | | |
| | | | | | |

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<u>Step 4 – Adding a consultant (RO accounts only)</u>

| Basic Info | Account Type | Password/Pin | Security Questions | Consultants | Verification | | |
|------------|-------------------------------------|---|--------------------------|-------------|--------------|--|---|
| ١ | Name | | | | | Permissions | |
| • 0 | Ma St 50 70 | tt Steele eelemas@gmail.com 13-893-0698 10 NE Multnomah St. | Suite 600, Portland 9723 | 2 | | Click the blue arrow to add permissions for this consultant. Also, the new consultant added without permissions will be removed when saved. | ۵ |
| site/Subn | nittal Permissions Dermissions f | ound. | | | | | |
| | | | | | | Add Permissions to Consultant 🔨 | |
| Site | | | | | | Submittal | |
| DE | Q Test Pipeline 👔 | • | | | ~ | ADD GHG-Natural Gas Supplier Annual Emission Report | |



Reporting period initiated by GHG reporting staff

- Staff will publish a new reporting obligation to facilities required to report
- New reporting obligation will then be visible to RO and Consultant accounts that are linked to that facility



Reports will appear under the **Upcoming Obligations** section on your dashboard

| Upcom | ing Obligations & Unpaid Submittals | |
|----------|--|----------------|
| NEW OBLI | GATIONS Report Number | |
| | 1171 Environmental AirNEI ① Obligation Example Facility Report Type ③ GHG-Natural Gas Supplier Annual Emission Report Report Type Example Address , Example City , OR 99999 Reporting Period Due Date: 2021-03-31 Reporting Period | 2021- 01-25 |



The natural gas supplier annual report has 7 tabs to complete

| ← 🧿 Natural Gas Supplier Annual Report Air Quality | | | | |
|---|--------------|-----------|----------|----------------|
| Open | | | | |
| 1 Basic Info 2 Natural Gas Supplier 3 Large End User & Marketer | 4 Attachment | 5 Payment | 6 Review | (7) Submission |



1. Basic Info

| Company information | | | | | |
|---------------------------|------------|--------------|-------------------|----------|-----------------------------|
| Emission Year: | | | Company Name: | | |
| 2020 | | | Williams - NW Pip | peline | |
| | | | | | |
| Designated Representative | 0 | | | | |
| Salutation | First Name | | M.I. | Last Nan | ne |
| | Matthew | | | Steele | 2 |
| Company | | Title | | | Email |
| | | | | | Matt.Steele@deq.state.or.us |
| Phone | | Mobile | | | Fax |
| 503-547-6322 | | XXX-XXX-XXXX | | | XXX-XXX-XXXX |
| Country | | | | | |
| O United States C |) Canada | | | | |
| Address Line 1 | | | Address Line 2 | | |
| 456 Alexander Loop | í - | | Suite 600 | | |
| City | | State | | | Zip Code |
| Portland | | OR (Ore | egon) | ~ | 97232 |



1. Basic Info

GHG Reporting Contact

| alutation | First Name | | M.I. | Last Nar | ne | |
|-------------------------------|-------------|--------------|----------------|--------------|-------------|--|
| | ① Required. | | | ① Requ | lired. | |
| Company | | Title | | | Email | |
| | | | | | | |
| | | | | | ① Required. | |
| hone | | Mobile | | | Fax | |
| XXX-XXX-XXXX | | XXX-XXX-XXXX | | XXX-XXX-XXXX | | |
| Required. | | | | | | |
| ountry | | | | | | |
| O United States |) Canada | | | | | |
| ddress Line 1 | | | Address Line 2 | | | |
| | | | | | | |
| ity | | State | | | Zip Code | |
| | | 0.00 | | | 00000 0000 | |

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2. Natural Gas Supplier

| 1) Basic Info | 2 Natural Gas Supplier | (3) Large End User & Marketer | (4) Attachment | 5 Payment | 6 Review | (7) Submission | | |
|-----------------------------|--|--|--|-------------------|-----------------|----------------------|--|-------------|
| The list bel annually ar | low calculates emissions fr nd delivered to any end-use | om the total volume of natural g r in Oregon in thousand standard | jas and biomethane d cubic feet (Mscf). | e supplied to end | -users in Orego | on. Reporting entiti | s must enter the total volume of natural gas imp | ported |
| Total Volume of | f Natural Gas Delivered to End-use | ers | | | | | | |
| Please ad | dd at least one record. | | | | | | | |
| • New |] | | | | | Total Anth | ropogenic Emission : 0 / Total Biogenic Em | nission : 0 |
| Regulated | entities reporting biometha | ne must report additional inforn | nation on the sectio | on below. | | | | |
| Biomethane Fu | el Volume Purchased from Vendor | r (MMBtu) | | | | | | |

⊕ New



2. Natural Gas Supplier

| Basic Info (2) Natural Gas Supplier (3) Larg | ge End User & Marketer (4) Attachr | nent 5 Payment | 6 Review | 7 Submission | | |
|--|------------------------------------|----------------|------------------|--------------|--------------------|---|
| tal Volume of Natural Gas Delivered to End-users | | | | | | |
| Info | | | | | | |
| 0 | Anthropogenic | netric tons | | Biogenic | metric tons | Ĩ |
| Form Info | | | | | | |
| Imported or Produced In-state | Fuel Type | | | Quantity of | Natural Gas (Mscf) | |
| Required. | Required. | | | Required | i. | |
| Select Default or Reporter Specific from dropdov | vn | High he | ating value (MMI | Btu/Mscf) | | |
| | | ~ | | | | |
| ① Required. | | ① Req | ired. | | | |



2. Natural Gas Supplier

| 1) Basic Info | (2) Natural Gas Supplier | 3 Large End User & Markete | r (4) Attachment | 5 Payment | 6 Review | (7) Submission | | |
|---------------|---------------------------------------|----------------------------|------------------------|-------------------------------|-----------------|----------------|-------------------|---|
| Total Volum | e of Natural Gas Delivered to End-use | rs | | | | | | |
| | Info | | | | | | | |
| o 0 | | | Anthropogenic metric t | ons | | Biogenic met | tric tons | Ē |
| Form | Info | | | nonan den nonenen nenenen non | | | | |
| Impo | rted or Produced In-state | F | uel Type | | | Quantity of Na | itural Gas (Mscf) | |
| | | ~ | | | | ~ | | |
| | | (| ① Required. | | | ① Required. | | |
| Im | ported by rail, truck, or barge | | | High hec | iting value (MM | Btu/Mscf) | | |
| Im | ported by interstate pipeline | | | ~ | | | | |
| | aduard In State | | | ① Requi | red. | | | |
| Pro | ouuceu III-State | | | | | | | |

2. Natural Gas Supplier

| Basic Info (2) Natural Gas Supplier (3) Large End User | & Marketer (4) Attachm | ent 5 Payment | 6 Review | (7) Submission | |
|--|------------------------|---------------|----------|-----------------------------|-----|
| Total Volume of Natural Gas Delivered to End-users | | | | | |
| Info | | | | | |
| 0 | Anthropogenic n | etric tons | | Biogenic metric tons | 1 |
| Form Info | | | | | |
| Imported or Produced In-state | Fuel Type | | | Quantity of Natural Gas (Ms | cf) |
| | ~ | | | ~ | |
| Required. | | | | ① Required. | |
| Select Default or Reporter Specific from dropdown | Biomethane | | | 0 | |
| | Compressed N | atural Gas | | | |
| ① Required. | Liquified Natur | al Gas | | | |
| | Natural Cas | | | | |

2. Natural Gas Supplier

|) Basic Info | 2 Natural Gas Supplier | 3 Large End User & Marketer | (4) Attachment | 5 Payment | 6 Review | 7 Submission | |
|-----------------|----------------------------------|-----------------------------|-------------------------|-----------|------------------|----------------------------|----------|
| Total Volume of | Natural Gas Delivered to End-us | ers | | | | | |
| In | fo | | | | | | |
| o 0 | | | Anthropogenic metric to | ons | | Biogenic metric tons | û |
| Form Info | | | | | | | |
| Imported | d or Produced In-state | Fue | Туре | | | Quantity of Natural Gas (M | scf) |
| | | ~ | | | | ~ | |
| ① Requ | iired. | 0 | Required. | | | ① Required. | |
| Select De | efault or Reporter Specific from | m dropdown | | High hea | iting value (MMI | Btu/Mscf) | |
| | | | | ~ | | | |
| | | | | () Requi | red. | | |
| Defau | ult | | | | | | |
| Repor | rter Specific | | | | | | |

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2. Natural Gas Supplier

| Basic Info | 2 Natural Gas Supplier | 3) Large End User & Markete | r (4) Attachment | 5 Payment | 6 Review | (7) Submissio | n | |
|--------------------------------|--|-----------------------------|-------------------------|-----------|------------------|-------------------------------|---------------------------------|----|
| tal Volume of | Natural Gas Delivered to End-users | | | | | | <i>k</i> . | |
| Inf | fo | | | | | | | |
| 0 No | atural Gas | | Anthropogenic metric to | ons 0 | | Biog | enic metric tons 0 | |
| Form Info | | | | | | | | |
| | | | | | | | | |
| Imported | d or Produced In-state | F | uel Type | | | Quantit | ty of Natural Gas (Mscf) | |
| Imported Local | d or Produced In-state Distribution Company | F | uel Type Natural Gas | | | Quantit | ty of Natural Gas (Mscf) 100 | \$ |
| Imported Local Select De | d or Produced In-state Distribution Company efault or Reporter Specific from d | ropdown | uel Type Natural Gas | High hec | iting value (MMB | Quantit V 1000 tu/Mscf) | ty of Natural Gas (Mscf) | \$ |



2. Natural Gas Supplier

Carbon Dioxide CO2

| Select Default or Reporter Specific from dropdown | Emission factor (kg CO2/MMBtu) |) | GWP | | | | |
|---|--------------------------------|--------------------------|-----|--|--|--|--|
| Default ~ | 53.06 | | 1 | | | | |
| | | | | | | | |
| Methane CH4 | | | | | | | |
| Select Default or Reporter Specific from dropdown | Emission factor (Kg CH4/MMBtu) |) | GWP | | | | |
| Default ~ | 0.001 | | 25 | | | | |
| | | | | | | | |
| Nitrous Oxide N2O | | | | | | | |
| Select Default or Reporter Specific from dropdown | Emission factor (Kg N2O/MMBtu) |) | GWP | | | | |
| Default ~ | 0.0001 | | 298 | | | | |
| | | | | | | | |
| Calculate Result | | | | | | | |
| Anthropogenic Metric tons CO2 | | Biogenic Metric tons CO2 | | | | | |
| 5449.578 | | 0 | | | | | |
| | | | | | | | |

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2. Natural Gas Supplier

⊕ New

| 1) Basic Info | Natural Gas Supplier | 3 Large End User & Marketer | 4 Attachment | 5 Payment | 6 Review | (7) Submission | | |
|--|---|---|---|-------------------|----------------|---------------------|---------------------------------------|-------------------|
| The list below cal annually and deliv | culates emissions t vered to any end-use | from the total volume of natural g er in Oregon in thousand standard | as and biomethane d cubic feet (Mscf). | e supplied to end | users in Orego | n. Reporting entiti | es must enter the total volume of nat | ural gas imported |
| Total Volume of Natura | Gas Delivered to End-u | sers | | | | | | |
| Nature | al Gas | | Anthropogenic metric | tons 5449.578 | | Bioge | nic metric tons 0 | |

Total Anthropogenic Emission : 5449.58 / Total Biogenic Emission : 0

2. Natural Gas Supplier

| 1 Basic Info | 0 2 Natural Gas Supplier | 3 Large End User & Marketer | (4) Attachment | 5 Payment | 6 Review | (7) Submission | | |
|----------------------|---|--|---|-----------------|------------------|-----------------------|-------------------------------|---------------------------|
| The list annually | below calculates emissions fr and delivered to any end-use | rom the total volume of natural g er in Oregon in thousand standard | as and biomethane d cubic feet (Mscf). | supplied to end | l-users in Orego | on. Reporting entitie | s must enter the total volume | of natural gas imported |
| Total Volum | e of Natural Gas Delivered to End-us | ers | | | | | | |
| | Info | | | | | | | |
| • 0 | Biomethane | | Anthropogenic metric | tons 5.622 | | Biogen | ic metric tons 5443.956 | m |
| • New | | | | | | | | |
| | | | | | Tote | al Anthropogenic | Emission : 5.62 / Total Bio | ogenic Emission : 5443.96 |
| Regulate | ed entities reporting biometha | ane must report additional inforn | nation on the sectio | n below. | | | | |
| Biomethane | Fuel Volume Purchased from Vendo | or (MMBtu) | | | | | | |
| • New | | | | | | | | |



2. Natural Gas Supplier

Basic Info

| Contact First Name | Contact Last Name | | Contact Email | | Contact Phone | |
|-------------------------------|-------------------------------|-------|-------------------------------|-----------------|------------------|--|
| | | | | | 000-000-000x0000 | |
| ① Required. | Required. | | Required. | | | |
| Facility Name | | | Biomethane Fuel Volume Pu | rchased from Ve | endor (MMBtu) | |
| Required. | | | Required. | | | |
| Address Line 1 | | | Address Line 2 | | | |
| ① Required. | | | | | | |
| City | | State | | Zip Cod | le | |
| | | OR | | ✓ 000 | 00-0000 | |
| ① Required. | | | | ① Req | uired. | |
| | | | | | | |

3. Large End User & Marketer

| e 🙆 Nati | ural Gas Supplier Ar | nnual Report Air Quality | |
|----------------|------------------------|-----------------------------|-------------|
| 1653 Withdraw |] | | |
| 1) Basic Info | 2 Natural Gas Supplier | 3 Large End User & Marketer | (4) Receipt |
| Large End-User | Information | | |
| 0 | | | |
| (+) New | | | |
| Marketer Info | | | |
| | | | |
| • New | | | |



3. Large End User & Marketer

Large End-User Information

End User

Test Facility

③ Natural Gas#1.026

🔟 Test Facility Address, Test City 22222

| End User Info | | | | | |
|-----------------------|---|--------------|----------------|---|---------------|
| Customer Name | | | Source ID 🧿 | | |
| Test Facility | | | Unknown | | |
| Address Line 1 | | | Address Line 2 | | |
| Test Facility Address | | | | | |
| City | | State | | | Zip Code |
| Test City | | OR | | ~ | 22222 |
| Fuel Type | | Meter Number | | | Volume of Gas |
| Natural Gas | ~ | 9743 | | | 500000 |



3. Large End User & Marketer

Marketer

🔹 📵 Test Marketer Contact Name

① Test Marketer Company

🔟 22 Test Street, Test City 22222

Marketer Info

| Marketer Name | Company Name Test Marketer Company | | |
|----------------------------|---------------------------------------|--------------------|----------|
| Test Marketer Contact Name | | | |
| Email | | Volume Transported | |
| marketer@email.com | 000-000-0000×0000 | | 100000 |
| Address Line 1 | | Address Line 2 | |
| 22 Test Street | | | |
| City | State | | Zip Code |
| Test City | OR | | 22222 |

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4. Attachment

| 1 Basic Info | 0 (2) Natural Gas Supplier | 3 Large End User & Marketer | 4 Attachment | 5 Payment | 6 Review | (7) Submission | | |
|------------------------|---|---|-----------------------|----------------------|-------------------|-----------------------|-------------------------------|----------------------------------|
| When uplo To" check | oading an attachment, first click box. | the file record and select a file type | option for the upload | ed file. If you want | to mail the docur | nents to the authoriz | ed agency, please navigate to | the Review tab and use the "Mail |
| | | | 途 Click to U | pload or Drag I | Files Over Her | 'e | | |



5. Payment

| 1 Basic Info ¹ 2 Natural Gas Supplier ¹ 3 Large End User & Marketer ¹ 4 Attachment 5 Pa | ryment 6 Review 7 Submission |
|--|------------------------------|
| Please check the required fields on the form. | |
| Fee Paid Credit \$ 0.00 - \$ 0.00 = \$ 0.00 | |
| Fee | Payment Transactions C |
| Fee is not required at this time. | No transaction record found. |



6. Review

Submittal Form(s) Summary Please check if the following sections are completed. Click on the PDF () hyperlink below to open/save/print the PDF form. ✓ Basic Info ✓ Natural Gas Supplier ✓ Large End User & Marketer Payment Fee Service Paid Due =\$0.00 \$0.00 \$0.00 \$0.00 **Mandatory Required Attachment** Attachments are not required for this Submittal.



7. Submission

|) Basic Info 2 Natural Gas Supplier 3 Large End User & Marketer | (4) Attachment | 5 Payment | 6 Review | (7) Submission |
|--|---|---------------------------|------------------|---|
| Please check the required fields on the form. | | | | |
| Certification Statement | | | | |
| eclaration of accuracy information provided: * | | | | |
| Based on information and belief formed after reasonable inquiry, the s available information and comply with OAR chapter 340 division 215 r | statements and info eporting requireme | ormation submiti ents. | ted are true, ac | ccurate and complete. Any attachments are based upon the best |
| I have read and agree to the above certification statem | ent | | | |
| ecurity Question & PIN Number | | | | |
| ecurity Question: what is your favorite painting or photo? • | | | | |
| | | | | |
| IN: * | | | | Submit |
| | | | | |
| | | | | |

Tracking your submittal

Insights **Submittals** Dashboard Views summary of work progress. Submittals **MY SUBMITTALS (LAST 3 MONTHS)** Pending Submitted Start New Submittal Create new submittals. Air Quality 1679 00 Obligation # 04/15/2021 26 days ago **Resume Edits** Edit unfinished submittals. Williams - NW Pipeline **Track Submittal Status** Monitor submittal status GHG-Natural Gas Supplier Annual Emission Report Upcoming Obligations III 295 Chipeta Way , Salt Lake City, UT 84108 Submit compliance reports. Pay Invoices/Fees 01/01/2020 ~ 12/31/2020 Make online payments. Due Date: 2021-04-30T00:00:00 Issuance Permits/Certificates ... Track permits or licenses. Utilities Public Records Search Public Submittals, Notices and **Example Facility** Complete Submittal Permits. 1171 😤 Test A Settings 🗐 01-26-2021 1-day ago Example Address , Example City, OR 99999 (UNKNOWN County) My Account GHG-Natural Gas Supplier Annual Emission Report Air Quality Change account information. 🗁 Online Georgia E-BARRIER C (New



Tracking your submittal

| Case Review Summary | Submittal Summary | |
|---|---|--|
| Payment Due No Payment Due at This Time Status Approved by System Status History Status History | CHG-Natural Gas Supplier Annual Emission Report This form shall be used by nominated natural gas supplier facilities to fulfill their annual reporting obligation. 1679 Environmental Air Quality Test A OR 104/15/2021 26 days ago | - 1 Data Review 2 Q Data Verification |
| Send the request for Revision/Withdrawal/Amend to the administrator Revision Withdrawal Amend Request Reason | Send Request | Data Acceptance |

Agenda

- 1. Review existing reporting requirements
- 2. Changes to reporting in 2021
- 3. Introduction to Your DEQ Online
- 4. Questions



Questions?

Greenhouse Gas Reporting Contact

Matt Steele GHGReport@deq.state.or.us

Greenhouse Gas Reporting Resources and Forms

- Reporting protocol
- YDO user guide

Your DEQ Online Help

YourDEQOnline@deq.state.or.us

