

# Locomotive Industry - Using Verify for Certification. Verify 11.00 Deployment

Environmental Protection Agency  
Office of Transportation and Air Quality  
Compliance Division

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- New Features
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- CDX
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  - Uploading Compliance Documents
- MyCDX Inbox
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- System Administration Information

# New Features

- Models and part tab now has an option to upload Models/Parts data as a .csv file
- New certification processes added:
  - Request new certificate
  - Request a dataset report for a certificate request
  - Obtain Pending Certificate Request report
  - Delete Pending request for a Certificate or Summary Sheet data update
  - Request dataset report or delete a previously submitted Locomotive Certification Information dataset
- New Lock and Unlock Feature
- Mouse over labels to see data element numbers
- New Processing Report

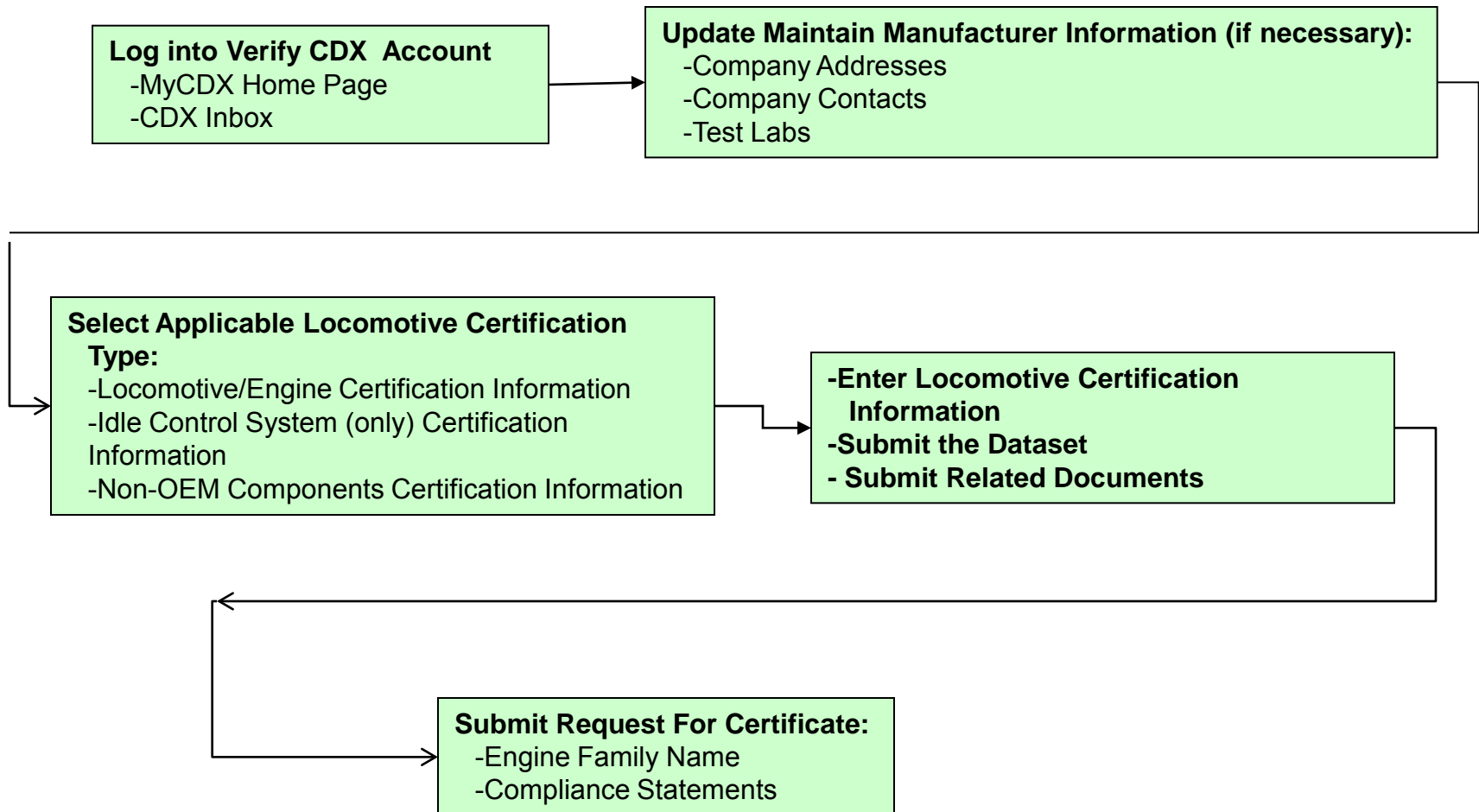
# Requirements to Begin

- All manufacturers must have an EPA manufacturer code.
  - <http://www.epa.gov/otaq/verify/mfr-code.htm>
- All manufacturers must have a CDX account.
  - <http://www.epa.gov/otaq/verify/setup.htm>

# Requirements to Begin, cont'd

- Computer, with
  - Browser
    - Internet Explorer 7 and 8
      - Check browser pop-up settings to ensure CDX pop-ups are allowed.
    - PDF Reader
  - Other programs are helpful, but not required
    - Spreadsheet Program
    - Text Editor

# Verify's Locomotive Certification Process



# CDX – Manufacturers' Portal


- Manufacturers interact with Verify through EPA's CDX (Central Data Exchange) through their browser.
  - <https://cdx.epa.gov>
- CDX provides
  - User Registration/Authentication/Authorization
  - Inbox (secure one-way communication)
  - Data Submission Services


# CDX Manufacturer Processes

- Submit or Change a Certification Information Submission (Application)
- Submit Related Compliance Documents
- Request a Certificate
- Request Reports (Datasets, Pending Certificate Requests)
- “Delete” (inactivate) Records (Datasets, Pending Certificate Requests)
- Receive Information via their CDX Inbox



# Verify/CDX Log-In

 EPA United States Environmental Protection Agency

 CDX  
CENTRAL DATA EXCHANGE

CDX Home | About CDX | Recent Announcements | Terms and Conditions | Help

## Central Data Exchange

[Contact Us](#)

### Log In

User ID

Password

[Register with CDX](#) | [Forgot your password?](#) | [Help](#)

CDX Help Desk: 888-890-1995 | (970) 494-5500 for callers from Puerto Rico and Guam

[EPA Home](#) | [About CDX](#) | [Privacy and Security Notice](#) | [Terms and Conditions](#) | [Contact Us](#)

# Verify - MyCDX

**EPA** United States Environmental Protection Agency

CDX Home About CDX Recent Announcements Terms and Conditions FAQs

## Central Data Exchange

MyCDX Inbox (0) My Profile Submission History

### Services

[Manage Your Program Services](#) No news/up

Status	Program Service Name	Role(s)
	VERIFY: Vehicles and Engines Compliance Information System	Non-Road Compression Ignition
	VERIFY: Vehicles and Engines Compliance Information System	Locomotive
	VERIFY: Vehicles and Engines Compliance Information System	Upload Compliance Documents
	VERIFY: Vehicles and Engines Compliance Information System	View Manufacturer Information

- All users should have at least three items displayed under the “Available Account Profiles” header:
  - VERIFY: Locomotive
  - VERIFY: Upload Compliance Documents
  - VERIFY: Maintain Manufacturer Information or
  - VERIFY: View Manufacturer Information

•Contact the Verify Help Desk if these three profiles are not listed on your MyCDX page or if you need access to other account profiles

# Maintain Manufacturer Information

- See separate presentation for details about Verify's Maintain Manufacturer Information module of August 26, 2010.  
(<http://www.epa.gov/otaq/verify/publications.htm#presentations>)

The screenshot shows the 'Maintain Manufacturer Profile' page in the EPA MyCDX system. The page has a blue header with the EPA logo and 'U.S. Environmental Protection Agency'. A navigation sidebar on the left includes links like 'About CDX', 'MyCDX', 'Inbox', 'Change Password', 'Frequently Asked Questions', 'Help & Support', 'CDX Home', 'Terms & Conditions', and 'Logout'. The main content area is titled 'Manufacturer Information' and contains a tabbed interface with tabs for 'Manufacturer', 'Addresses', 'Contact Information', 'Notification Emails', 'Test Labs', 'Divisions', 'Alternate Manufacturers', and 'EPA Compliance Representatives'. The 'Manufacturer' tab is active, showing a form with fields for 'Manufacturer Full Company Legal Name', 'Environmental Protection Agency', 'Manufacturer Code', and 'EPA'. Below these is a section for 'Industries\*' with a list of vehicle types and their corresponding 'First Model Year' dropdown menus. The industries listed are: Aircraft (2008), All Terrain Vehicle (2009), Alternative Fuel Converter (LDV/LDT/HDV Chassis Certified) (2010), Complete Heavy-Duty Highway Vehicle (2009), Heavy Duty Highway Compression Ignited (2009), Heavy Duty Highway Gas Evaporative (2009), Heavy Duty Highway Spark Ignited (2009), Highway Motorcycle (2009), ICI (2009), ICI: Light-Duty (2008), Independent Test Lab, Large NonRoad Spark Ignited (2009), and Light-Duty Vehicle & Truck (2009). A 'Help' button is located in the top right corner of the form area.

**Manufacturer Information**

Logged in as: CHRISTOPHER, Manufacturer: EPA - EPA (Logout)

**Maintain Manufacturer Profile**

\* = required field  
+ = CTRL-click to select multiple values

**Manufacturer** | Addresses | Contact Information | Notification Emails | Test Labs | Divisions | Alternate Manufacturers | EPA Compliance Representatives

**Manufacturer Information**

Manufacturer Full Company Legal Name | Environmental Protection Agency | Manufacturer Code | EPA

**Industries\***

Please include all applicable industries for which you will be requesting a certificate of conformity from EPA. For each selected industry, please include the first model year you expect to request a certificate.

<input checked="" type="checkbox"/> Aircraft	First Model Year	2008
<input checked="" type="checkbox"/> All Terrain Vehicle	First Model Year	2009
<input checked="" type="checkbox"/> Alternative Fuel Converter (LDV/LDT/HDV Chassis Certified)	First Model Year	2010
<input checked="" type="checkbox"/> Complete Heavy-Duty Highway Vehicle	First Model Year	2009
<input checked="" type="checkbox"/> Heavy Duty Highway Compression Ignited	First Model Year	2009
<input checked="" type="checkbox"/> Heavy Duty Highway Gas Evaporative	First Model Year	2009
<input checked="" type="checkbox"/> Heavy Duty Highway Spark Ignited	First Model Year	2009
<input checked="" type="checkbox"/> Highway Motorcycle	First Model Year	2009
<input checked="" type="checkbox"/> ICI	First Model Year	2009
<input checked="" type="checkbox"/> ICI: Light-Duty	First Model Year	2008
<input type="checkbox"/> Independent Test Lab		
<input checked="" type="checkbox"/> Large NonRoad Spark Ignited	First Model Year	2009
<input checked="" type="checkbox"/> Light-Duty Vehicle & Truck	First Model Year	2009

# Main CDX Locomotive Page

**U.S. Environmental Protection Agency**

## Verify: Engine and Vehicle Compliance System

Logged in as, CWICKTCDX. Manufacturer: US EPA - EPA ([Logo](#))

[MyCDX](#) > Locomotive Home



About CDX  
MyCDX  
Inbox  
Change Password  
Frequently Asked  
Questions  
Help & Support  
CDX Home  
Terms & Conditions  
Logout

### Locomotive Home

- [Locomotive/Engine Certification Information](#)
- [Idle Control System \(only\) Certification Information](#)
- [Non-OEM Components Certification Information](#)
  
- [Locomotive/Engine Certificate Request](#)
- [Idle Control System \(only\) Certificate Request](#)
- [Non-OEM Components Certificate Request](#)
  
- [Upload Locomotive Compliance Documents](#)

Note: Your session will time out after 60 minutes. Any data that has not been saved to your local workstation will be lost. Please save your data periodically to prevent any data loss.

ICR#1800.03

OMB# 2060-0392

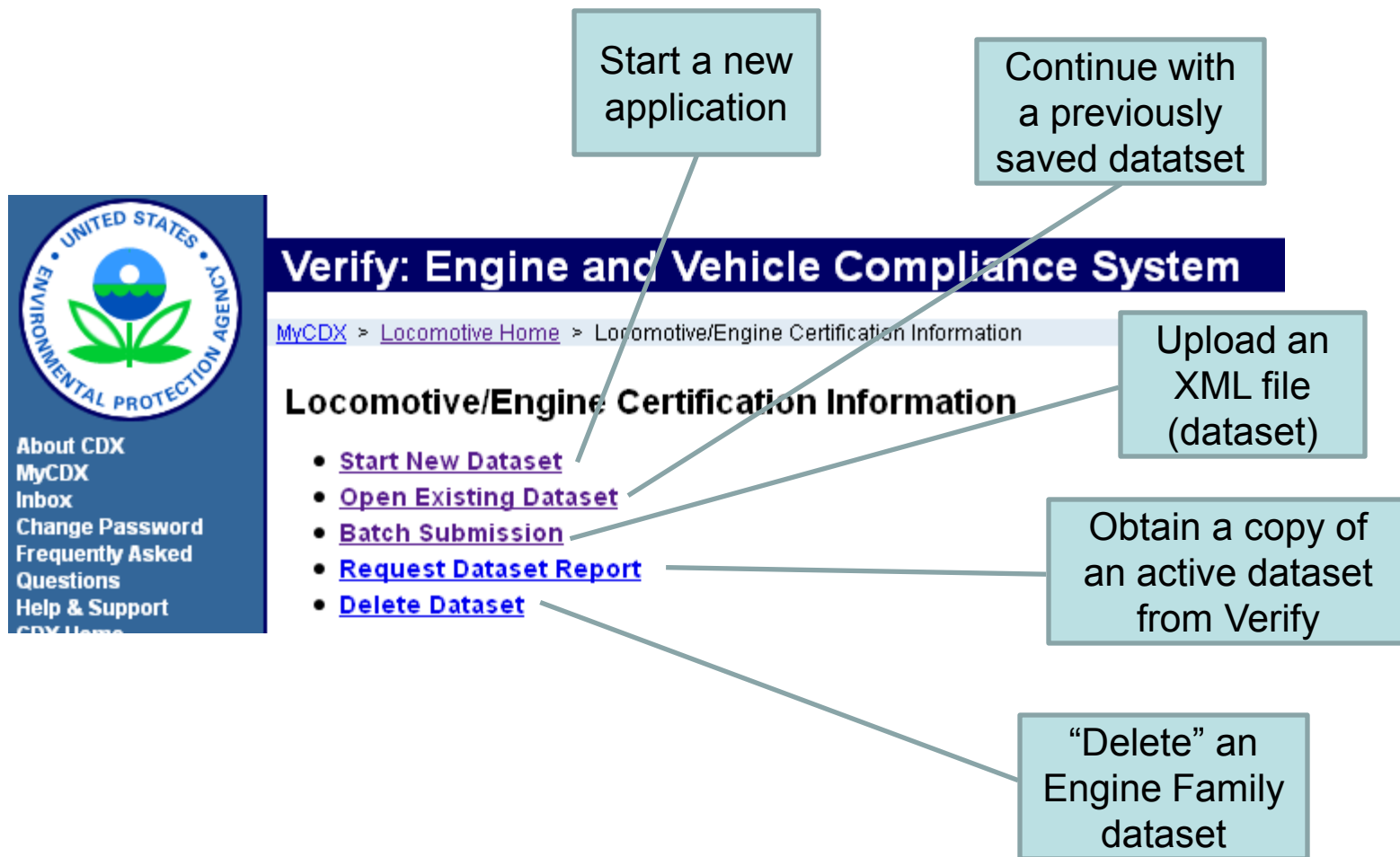
**You are in an encrypted secure session.**

Help Desk: (888) 890-1995

[EPA Home](#) | [Privacy and Security Notice](#) | [Contact Us](#)

URL: <http://www.epa.gov/epahome/usenotice.htm>

# Certification Information Submission



# Certification Information Submission

- Process Codes
  - **New Submission** - File of information never provided to EPA before. Once a file is “accepted” by Verify any changes to it can no longer be submitted as a New Submission.
  - **FEL Change** - Change in one or more Family Emission Limits in a previously submitted file.
  - **Running Change** - Add or change an engine configuration in a certification application file for which a certificate has been issued for an engine in the current production model year.
  - **Correction** - Amend an entry in a previously submitted file for a value that was wrong.
  - **Field Fix** - Add or change an engine configuration in a certification application file for which a certificate has been issued for an engine outside the current production model year.

# General Dataset Information

- See Data Requirements and Business Rules spreadsheets to review data element requirements.
  - <http://www.epa.gov/otaq/verify/publications.htm>
  - Or click on the ?Help button in the upper right
- Holding the mouse pointer over a field label will cause the data element number to be displayed.
- Enter the data in the order of the tabs. Many choices in later tabs reflect early entries.
- Fields that are not optional for any user are marked with a red asterisk.
- Engine Family, on the General Information tab, is case sensitive

# General Dataset Information, cont'd

- Selecting items in a drop down menu
  - Mouse click an item to select or 'de-select' it
  - Press the CTRL key and click additional items to select more than one
  - Select an item, press the SHIFT key and click another item in the list to select all the items between the two.
- An application created in the web forms should be saved as a local file. It can then be used as the starting point for another application.
- After an application has been submitted a processing report will be sent to the user's CDX inbox.
- One can upload a processing report xml file back into the web forms to correct any issues or start a new submission



# General Dataset Information, cont'd


- Multiple sessions of Verify should not be open at one time.
- Without activity a user will be logged out of CDX after one hour. The timer is in the lower left of the screen.

# General Dataset Information, cont'd

- Models and Parts CSV
  - Manufacturers may choose to upload their models and parts as a Comma Separated Value (CSV) file
  - This function was added as a convenience for manufacturers that have many Models and Parts to address performance issues.
  - A spreadsheet program may be used to create the file
  - A template is provided at:  
<http://www.epa.gov/otaq/verify/publications.htm#loco-data>

# General Dataset Information, cont'd

U.S. Environmental



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[MyCDX](#)  
[Inbox](#)  
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[Frequently Asked Questions](#)  
[Help & Support](#)  
[CDX Home](#)  
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## Verify: Engine and Vehicle Compliance System

Logged in as, CWICKTCDX. Ma

[My CDX](#) > [Locomotive Home](#) > [Locomotive/Engine Certification Information](#) > Certification

### Locomotive/Engine Certification Information

\* or \* = required field  
 + or ++ = CTRL-click to select multiple values

[General Information](#)
[Engine Family](#)
[Models/Parts](#)
[Test](#)
[Technical Description](#)

	Engine Model	Locomotive Model	Cylinders	Engine Model Displacement	Max Brake Power (hp)	Rated Speed At Max Power (rpm)	Fuel Rate At Max Power (lb/hr)	Fuel Rate At Max Power (mm3/stroke)	Validation Errors		
*	Pending Entry	Pending Entry								Edit	Delete

Add Another Model

Upload Engine Models and Parts from CSV File

NOTE: Your Engine Family Name and Model Year must be entered before uploading Engine Models from a CSV file. Engine Models uploaded from this file will replace any engine models you may have already entered on the screen.

# General Dataset Information, cont'd

- After all data are entered in the form, click the “Review and Submit” button in the lower right of any tab.

The screenshot displays a web form interface with a blue sidebar on the left containing a timer at 56:00 and a 'Click here to reset timer' link. The main content area features a navigation bar with 'Refresh', 'Print', '< Previous', and 'Next >' buttons. Below this, a red message states 'You are in an encrypted secure session.' followed by contact information for the Help Desk and links to EPA Home, Privacy and Security Notice, and Contact Us. At the bottom right, there are 'Save Form' and 'Review & Submit' buttons, with a red arrow pointing to the 'Review & Submit' button.

56:00  
Click here  
to reset timer

Refresh Print

< Previous Next >

You are in an encrypted secure session.

Help Desk: (888) 890-1995  
[EPA Home](#) | [Privacy and Security Notice](#) | [Contact Us](#)

Save Form Review & Submit

# General Dataset Information, cont'd

- The initial validation is performed. Any errors detected will appear at the top of the screen in red.
  - One can click on the error message to go to the applicable field.
- (Additional validation is performed when the file is received by Verify)



**U.S. Environmental Protection Agency**

## Verify: Engine and Vehicle Compliance System

[My CDX](#) > [Locomotive Home](#) > [Locomotive/Engine Certification Information](#) > Certification

Logged in as, CWICKTCDX. Manufacturer: US EPA - EPA  
 Engine Family: DEPAK0633MHQ Model Year: 2013

### Locomotive/Engine Certification Information

Errors have been found on the following tab(s): General Information Engine Family Models/Parts Test Technical Description

The following errors have been found on this tab. Click the message to go to the error.

- A description of the exemption request must be recorded in the Exemption Request Explanation field.
- Small Manufacturer (fewer than 1001 employees) is a required field.
- Engine Idle Control System is a required field.
- Includes Energy Saving Device Feature(s)? is a required field.
- Assembly Exemption Request Type is a required field.
- Is this Remanufacture Kit intended to be used in Marine Engines? is a required field.

\* or = required field

+ or = CTRL-click to select multiple values

General Information

Engine Family

Models/Parts

Test

Technical Description

#### Engine Family Information

Manufacturer Code	EPA	Process Code *	N = New Submission ▼
Engine Service Class *	LH = Line Haul ▼	Model Year *	2013 ▼
Engine Family *	DEPAK0633MHQ	Manufacturer Engine Family Name *	special2
Carryover Indicator *	N = No ▼	Carryover Engine Family Name	
Locomotive or Engine Indicator *	ENG = Engine for a Locomotive ▼	Locomotive Engine Category	F = Fresh ▼

# General Dataset Information, cont'd

- If there are no errors found in the initial validation, a review screen will appear with all of the data.
- The form should be reviewed and once found acceptable the Submit button should be selected.

58:17

Click here  
to reset timer

## 9. Idle Control System [Top](#) [Bottom](#)

**Idle Control System Information**

**Idle Control System Operation Explanation**

this is a very busy idle control system

**Idle Control System Part #1**

<b>Idle Control System Part Name</b>	ICS	<b>Idle Control System Part Number</b>	001
Part 2			

**Idle Control System Part #2**

<b>Idle Control System Part Name</b>	ICS	<b>Idle Control System Part Number</b>	001
Part 1			

**Sensed Parameter** Sensor2,  
Sensor1

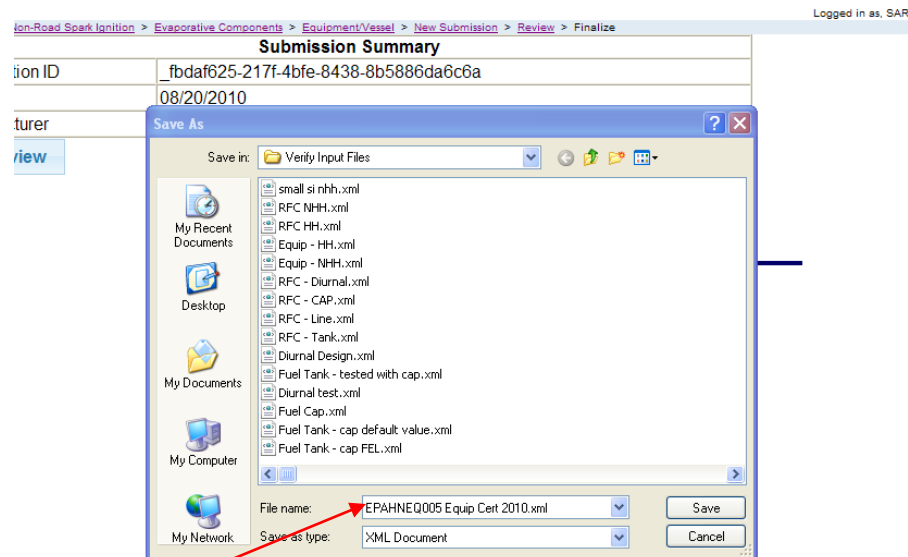
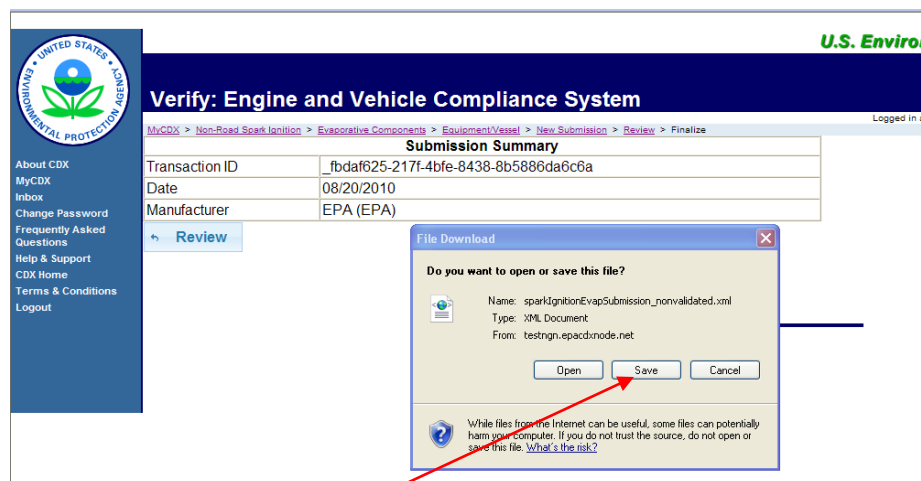
**Controlled Parameter** Controller 2,  
Controller 1

Return to Form

Submit

# General Dataset Information, cont'd

- After “Submit” is selected, the user is prompted to either open or save the XML file that was just submitted to Verify. It is strongly recommended that a user saves the file locally.
- Note: The automatically generated file name may not be meaningful to the user. It may be changed to something more meaningful before saving.



# General Dataset Information, cont'd

- Standards Decision Tables
  - The system will automatically determine which standards to apply to a submission based on the values in certain fields.
  - The logic the system uses is captured in the Standards Decision Table
  - The Standards Decision Table is located at:  
<http://www.epa.gov/otaq/verify/publications.htm#loco-data>
  - If the submission does not match any of the entries in the table it will be rejected



# Existing Locomotive datasets

- Manufacturers who wish to use datasets from existing locomotive dataset (e.g. for carryover engine family applications) in Verify must extract new xml file from the CDX.
- Those xml files saved on to your personal hard drive prior to the Verify 11.00 deployment will not be functional in Verify 11.00 certification.
- Submitting a Request Dataset Report is the process of extracting a xml file from the CDX.
- The following is a step by step instruction on how to submit and receive a locomotive dataset report.

# Extract Locomotive datasets

- MyCDX → Locomotive → Locomotive/Engine Certification Information → Request Dataset Report

**U.S. Environmental Protection Agency**

**Verify: Engine and Vehicle Compliance System**

Logged in as, MIBARRA1. Manufacturer: U. S. ENVIRONMENTAL PROTECTION AGENCY - EPA ([Logout](#))

[MyCDX](#) > [Locomotive Home](#) > [Locomotive/Engine Certification Information](#) > Request Dataset Report

**Request Locomotive Dataset Report**

[Help](#)

\* or = required field

Process Code	Report
Manufacturer Code *	EPA
Engine Family *	BEPAG7777C10
Model Year *	2011

[Review & Submit](#)

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**U.S. Environmental Protection Agency**

**Verify: Engine and Vehicle Compliance System**

Logged in as, MIBARRA1. Manufacturer: U. S. ENVIRONMENTAL PROTECTION AGENCY - EPA ([Logout](#))

[MyCDX](#) > [Locomotive Home](#) > [Locomotive/Engine Certification Information](#) > [Request Dataset Report](#) > Review

**Review**

If you need to make changes, click on the "Return to Form" button. To submit the validated dataset file to the EPA, click on the "Submit" button.

**Locomotive Dataset Report Request**

Process Code	R
Manufacturer Code	EPA
Engine Family	BEPAG7777C10
Model Year	2011

[Return to Form](#) [Submit](#)

# Existing Locomotive datasets

- MyCDX → CDX Inbox → Click Verify Administrator message with subject “LOC Cert Data Submission received” → Click “here” to view the status history → Right click “RequestDatasetReport.xml”

**Central Data Exchange**

MyCDX | **Inbox (0)** | My Profile | Submission History

14 items found; displaying 1 to 14. Page 1 of 1

From	Subject	Received
<a href="#">Verify Administrator</a>	LOC Cert Data Submission received	11/9/2012 3:55:02 PM
CDX Administrator	Your CDX/VERIFY submission	11/9/2012 3:54:46 PM
CDX Administrator	Your CDX/VERIFY submission	
Verify Administrator	LOC Cert Data Submission received	
CDX Administrator	Your CDX/VERIFY submission	
CDX Administrator	Your CDX/VERIFY submission	
CDX Administrator	Your CDX/VERIFY submission	
CDX Administrator	Your CDX/VERIFY submission	
CDX Administrator	Your CDX/VERIFY submission	

**LOC Cert Data Submission received**

**From:** Verify Administrator  
**Date:** 11/9/2012 3:55:02 PM

Your recent LOC Cert Data Submission submission has been received by the EPA and you will be notified if any additional actions on your part are required. A Submission Processing Report and any requested dataset reports can be found on the status history page. The status history page can be reached by clicking on the link near the bottom of this Inbox message.

The following is a summary of the processing report:

Total Datasets Submitted: 1  
Accepted Datasets: 1  
Rejected Datasets: 0

Transaction Identifier: .2ada846f-0ab3-49f5-b3ac-0ee5256c26fd

Click [here](#) to view the status history.

Thank you for submitting your request to Verify via CDX.

[Back to Inbox](#) | [Print](#) | [Delete](#)

**U.S. Environmental Protection Agency**

**Verify (CDX): Submission Status**

MyCDX > Verify (CDX) Submission Status Logged in as, MIBARRA1. [Logout](#)

The status of your submission is shown below:

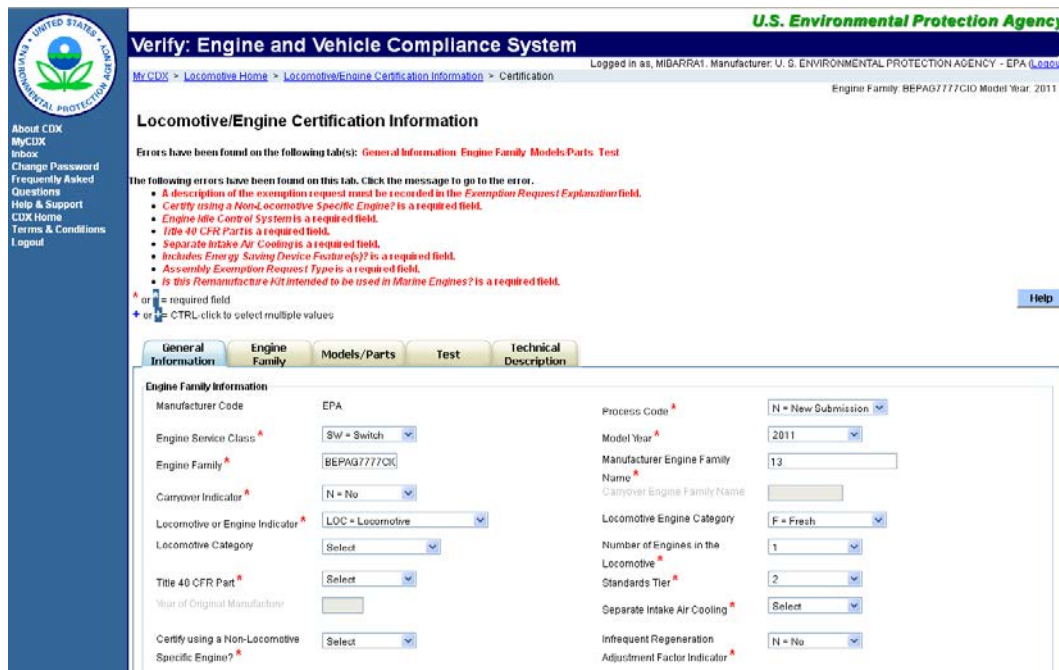
- Submission
  - Document Name: [LocomotiveSubmissionInformation.xml](#)
  - Transaction Id: .2ada846f-0ab3-49f5-b3ac-0ee5256c26fd
  - Date Originally Submitted: 11/09/2012
- Status History

Date	Status	Description
Fri 11/09/2012 3:55 PM	Completed	Your recent LOC Cert Data Submission submission has been received by the EPA and you will be notified if any additional actions on your part are required. A Submission Processing Report and any requested dataset reports can be found on the status history page. The status history page can be reached by clicking on the link near the bottom of this Inbox message.
- Returned Documents
  - [SubmissionProcessingReport.xml](#)
  - [RequestDatasetReport.xml](#)

[Back To Inbox](#)

# Existing Locomotive datasets

- MyCDX → Locomotive → Locomotive/Engine Certification Information → Open Existing Dataset → Upload Dataset File
- The respective fields will populate the Verify forms, leaving the new fields introduced from the Verify 11.00 deployment unpopulated.
- If you attempt to hit review and submit, error message.



**U.S. Environmental Protection Agency**

**Verify: Engine and Vehicle Compliance System**

MyCDX > Locomotive Home > Locomotive/Engine Certification Information > Certification

Logged in as, MIBARRA1, Manufacturer: U. S. ENVIRONMENTAL PROTECTION AGENCY - EPA (Logout)

Engine Family: BEPAG7777C10 Model Year: 2011

### Locomotive/Engine Certification Information

Errors have been found on the following tab(s): **General Information Engine Family Models/Parts Test**

The following errors have been found on this tab. Click the message to go to the error.

- A description of the exemption request must be recorded in the **Exemption Request Explanation** field.
- Certify using a Non-Locomotive Specific Engine? is a required field.
- Engine Idle Control System is a required field.
- Title 40 CFR Part is a required field.
- Separate Intake Air Cooling is a required field.
- Includes Energy Saving Device Feature(s)? is a required field.
- Assembly Exemption Request Type is a required field.
- Is this Remanufacture Kit Intended to be used in Marine Engines? is a required field.

\* or = required field  
+ or = CTRL-click to select multiple values


**General Information Engine Family Models/Parts Test Technical Description**

#### Engine Family Information

Manufacturer Code	EPA	Process Code	N = New Submission
Engine Service Class	SW = Switch	Model Year	2011
Engine Family	BEPAG7777C10	Manufacturer Engine Family Name	13
Carrier Indicator	N = No	Carrier Engine Family Name	
Locomotive or Engine Indicator	LOC = Locomotive	Locomotive Engine Category	F = Fresh
Locomotive Category	Select	Number of Engines in the Locomotive	1
Title 40 CFR Part	Select	Standards Tier	2
Year of Original Manufacture		Separate Intake Air Cooling	Select
Certify using a Non-Locomotive Specific Engine?	Select	Infrequent Regeneration Adjustment Factor Indicator	N = No

# Uploading Locomotive Compliance Documents

- MyCDX → Locomotive → Upload Compliance Documents, or
- MyCDX → VERIFY: Upload Compliance Documents



**About CDX**  
MyCDX  
Inbox  
Change Password  
Frequently Asked Questions  
Help & Support  
CDX Home  
Terms & Conditions  
Logout

**U.S. Environmental Protection Agency**

**Verify: Engine and Vehicle Compliance System**

MyCDX > [Locomotive Home](#) > Upload Locomotive Documents

Logged in as, MIBARRA1. Manufacturer: U. S. ENVIRONMENTAL PROTECTION AGENCY - EPA ([Logout](#))

## Upload Locomotive Documents

\* or = required field  
+ = CTRL-click to select multiple values

? Help

Use this page to submit your Documents pertaining to General Data or specific Engine Family Data. You can upload multiple files at a time.

Please create individual ZIP files for larger files.

Document Applicability\* : Select

Engine Family :

Model Year\*+ : 2015  
2014  
2013

Due to memory and file size constraints the total size of all the files to be uploaded should not exceed 100MB.

**Document #1**

Delete

Document Type\* : Select

Confidentiality Status\* : Select

Local File :  Browse...

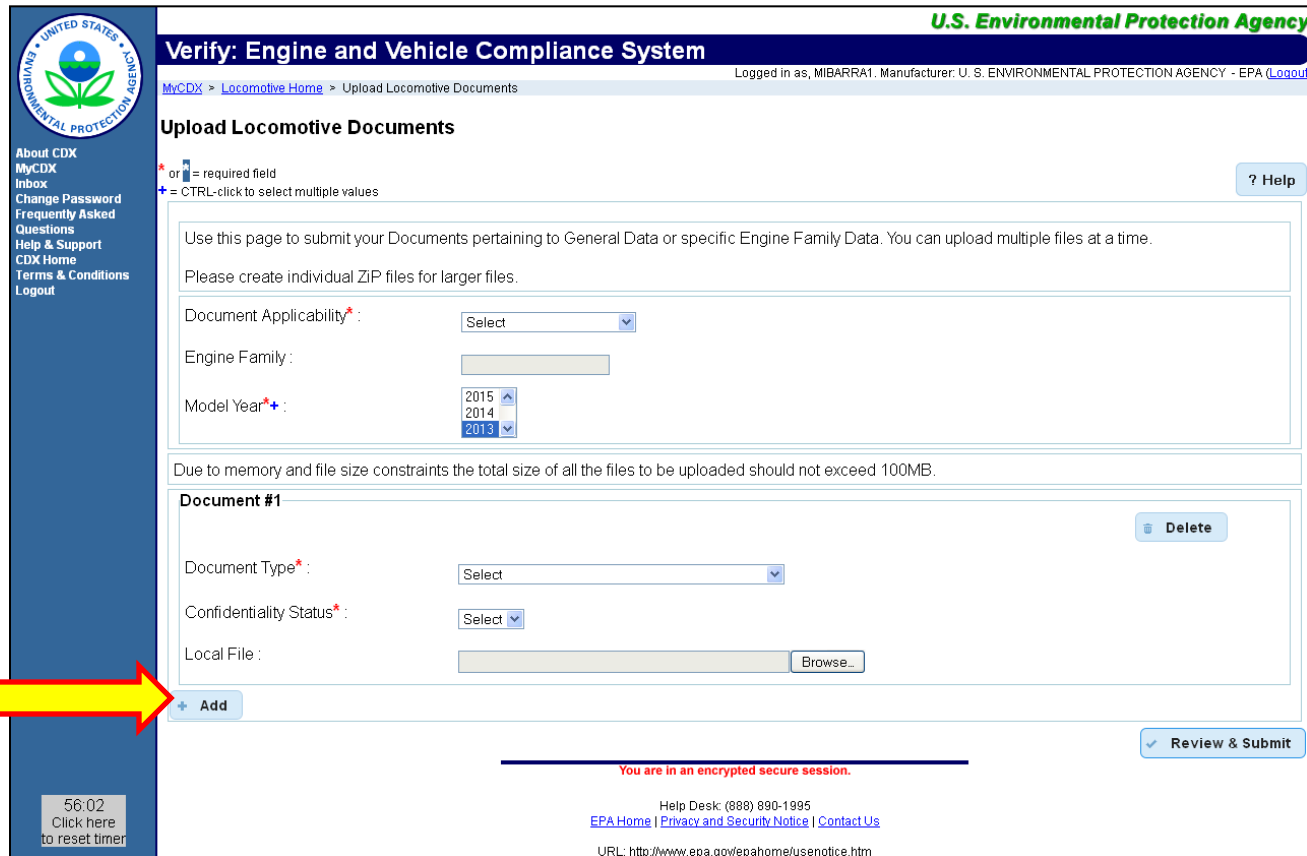
+ Add
Review & Submit

You are in an encrypted secure session.

56:02  
Click here  
to reset timer

Help Desk: (888) 890-1995  
[EPA Home](#) | [Privacy and Security Notice](#) | [Contact Us](#)  
 URL: <http://www.epa.gov/epahome/usenotice.htm>

# Upload Locomotive Documents



**Verify: Engine and Vehicle Compliance System**

U.S. Environmental Protection Agency

MyCDX > Locomotive Home > Upload Locomotive Documents

Logged in as, MIBARRA1. Manufacturer: U. S. ENVIRONMENTAL PROTECTION AGENCY - EPA ([Logout](#))

### Upload Locomotive Documents

\* or = required field  
+ = CTRL-click to select multiple values

? Help

Use this page to submit your Documents pertaining to General Data or specific Engine Family Data. You can upload multiple files at a time.

Please create individual ZIP files for larger files.

Document Applicability\*:

Engine Family:

Model Year\*:

Due to memory and file size constraints the total size of all the files to be uploaded should not exceed 100MB.

**Document #1**

Document Type\*:

Confidentiality Status\*:

Local File:

+ Add

You are in an encrypted secure session.

Help Desk: (888) 890-1995  
[EPA Home](#) | [Privacy and Security Notice](#) | [Contact Us](#)

URL: <http://www.epa.gov/epahome/usenotice.htm>

56:02  
Click here  
to reset timer

- Only one format of each document is needed (for example, only the active spreadsheet or a PDF of the spreadsheet should be submitted, not both)
- Documents are associated with Applications by the Engine Family Name. Be sure to enter all of the Engine Family Names to which the document should be associated.
- Nearly all applicable Certification Document Types are listed in the pull-down. If the Document Type is not included in the pull-down then go to the Upload Compliance Documents page to upload.
- Add multiple documents in one submission (e.g. DF document,

# Upload Compliance Documents

U.S. Environmental Protection Agency

## Upload EPA Compliance Documents From Manufacturer Workstation

MyCDX > Upload EPA Compliance Documents

Logged in as: CHRISTOPHER, Manufacturer: EPA - EPA (Logout)

Note:

1. Required fields are marked with \* and cannot be left blank.

Help

EPA Manufacturer Code	EPA
Document Path and File Name *	<input type="text"/> Browse...
Path and File Name of Same Document in Alternate Format	<input type="text"/> Browse...
Industry * (CTRL + Click to select multiple values)	<input type="checkbox"/> Aircraft <input type="checkbox"/> All Industries <input type="checkbox"/> Heavy Duty Highway Spark Ignited <input type="checkbox"/> Heavy Duty Highway Gas Evaporative <input type="checkbox"/> Heavy Duty Highway Compression Ignited
Compliance Document Type *	Select <input type="button" value="v"/>
Compliance Document Type, if "Other"	<input type="text"/>
General Document Type	Select <input type="button" value="v"/>
General Document Type, if "Other"	<input type="text"/>
Compliance Document Topic	<input type="button" value="v"/>
Compliance Document Topic, if "Other"	<input type="text"/>
Confidentiality Status *	<input type="radio"/> CBI <input type="radio"/> FOIA
Document Applicability *	Select <input type="button" value="v"/>
Does this document apply to one/multiple specific model year (s)? *	<input type="radio"/> Yes <input type="radio"/> No
Model Year (CTRL + Click to select multiple values)	<input type="button" value="v"/> 2004 2005 2006
Document Date *	<input type="text"/> select
Title *	<input type="text"/>
Abstract *	<input type="text"/>
Keyword(s) * (CTRL + Click to select multiple values)	<input type="button" value="v"/> Absorber Air cooled Alternative Fuel Alternative Fuel Converter CARB
Are you the document owner?	<input type="radio"/> Yes <input type="radio"/> No
Document Owner Name *	<input type="text"/>
Document Owner Phone *	<input type="text"/>
Document Owner E-Mail *	<input type="text"/>
Comments	<input type="text"/>

Refresh

Review & Submit

- MyCDX → Upload Locomotive Compliance Documents
- Only one format of each document is needed (for example, only the active spreadsheet or a PDF of the spreadsheet should be submitted, not both)
- Nearly all applicable Compliance Document Types are listed in the pull-down so "Other" should almost never be selected
- The Title field should be as specific as possible (for example, include the engine family name and type of document)
- Select applicable key words for each document
- Documents are associated with Applications by the Engine Family Name. Be sure to enter all of the Engine Family Names to which the document should be associated.

# My CDX Inbox

## • Notifications

- All notification messages in the inbox should be opened and reviewed. The subject line that shows in the inbox does **not** indicate whether the file has been accepted. The user should open the message to determine whether the file has been accepted.

Central Data Exchange

Contact Us

Last Login: 11/9/2012 2:22:54 PM

MyCDX | **Inbox (0)** | My Profile | Submission History

14 items found; displaying 1 to 14. Page 1 of 1

<input type="checkbox"/>	From	Subject	Received
<input type="checkbox"/>	Verify Administrator	LOC Cert Data Submission received	11/9/2012 3:55:02 PM
<input type="checkbox"/>	CDX Administrator	Your CDX/VERIFY submission	11/9/2012 3:54:46 PM
<input type="checkbox"/>	CDX Administrator	Your CDX/VERIFY submission	11/9/2012 3:54:31 PM
<input type="checkbox"/>	Verify Administrator	LOC Cert Data Submission received	11/9/2012 3:49:39 PM
<input type="checkbox"/>	CDX Administrator	Your CDX/VERIFY submission	11/9/2012 3:49:23 PM
<input type="checkbox"/>	CDX Administrator	Your CDX/VERIFY submission	11/9/2012 3:47:57 PM
<input type="checkbox"/>	CDX Administrator	Your CDX/VERIFY submission	11/9/2012 3:47:55 PM

**LOC Cert Data Submission received**

**From:** Verify Administrator  
**Date:** 11/9/2012 3:55:02 PM

Your recent LOC Cert Data Submission submission has been received by the EPA and you will be notified if any additional actions on your part are required. A Submission Processing Report and any requested dataset reports can be found on the status history page. The status history page can be reached by clicking on the link near the bottom of this Inbox message.

The following is a summary of the processing report:

Total Datasets Submitted: 1  
Accepted Datasets: 1  
Rejected Datasets: 0

Transaction Identifier: \_2ada846f-0ab3-49f5-b3ac-0ee5256c26fd

Click [here](#) to view the status history.

Thank you for submitting your request to Verify via CDX.

Back to Inbox | Print | Delete

The status of your submission is shown below:

- Submission
  - Document Name: [NonRoadSparkIgnitionEvaporativeSubmission.xml](#)
  - Transaction id: \_761a589-65cc-4d5e-ba23-332c13625b
  - Date Originally Submitted: 08/23/2010
- Status History

Date	Status	Description
Mon 08/23/2010 6:05 AM	Completed	Your recent submission for the NRSI Evaporative Family BEPAPTANK002 has been received by EPA. You will be notified if any additional actions on your part are required. The following document identifier has been assigned to this request: _761a589-65cc-4d5e-ba23-332c13625b
Mon 08/23/2010 6:06 AM	Completed	Your recent Non-Road Spark Ignition Evaporative Components/Equipment Submission submission has been received by the EPA and you will be notified if any additional actions on your part are required. A Submission Processing Report and any requested dataset reports can be found on the status history page. The status history page can be reached by clicking on the link near the bottom of this Inbox message.
- Returned Documents
  - [SubmissionProcessingReport.xml](#)
  - [CSI-BEPAPTANK002.pdf](#)

The following is a summary of the processing report:

Total Datasets Submitted: 1  
Accepted Datasets: 1  
Rejected Datasets: 0

Back to Inbox



# My CDX Inbox

- After an Engine Family Dataset file is submitted and accepted, the following files are returned to the submitter (through the 'status history' link):
  - XML File containing the input (XML format)
  - Submission Processing Report (XML format)
  - Certificate Summary Information Report (CSI) (PDF format)

The status of your submission is shown below:

- Submission
  - Document Name: [NonRoadSparkIgnitionEvaporativeSubmission.xml](#) **1**
  - Transaction Id: \_761a5ffd-55cc-4d5e-ba23-33f2c13b25fb
  - Date Originally Submitted: 08/23/2010
- Status History
 

Date	Status	Description
Mon 08/23/2010 6:05 AM	Completed	Your recent submission for the NRSI Evaporative Family BEPAPTANK002 has been received by EPA. You will be notified if any additional actions on your part are required. The following document identifier has been assigned to this request: _761a5ffd-55cc-4d5e-ba23-33f2c13b25fb
Mon 08/23/2010 6:06 AM	Completed	Your recent Non-Road Spark Ignition Evaporative Components/Equipment Submission submission has been received by the EPA and you will be notified if any additional actions on your part are required. A Submission Processing Report and any requested dataset reports can be found on the status history page. The status history page can be reached by clicking on the link near the bottom of this Inbox message.  The following is a summary of the processing report:  Total Datasets Submitted: 1 Accepted Datasets: 1 Rejected Datasets: 0
- Returned Documents
  - [SubmissionProcessingReport.xml](#) **2**
  - [CSI-BEPAPTANK002.pdf](#) **3**

[Back To Inbox](#)

# My CDX Inbox

- Submission Processing Report
  - All of the data that were entered in a given dataset.
  - Any system calculation results
  - All business rules violated if a dataset is rejected, shown at the bottom of the processing report . See below.

## Transaction Status Details

**Transaction Status Identifier :** REJECTED

**Transaction Message Text :** LOC-CERT-CR-BR023 - If Report/Delete Process Code (LOC-CR-14) equals 'D' (Delete Pending Request for Certificate or Summary Sheet Data Update), then the Family Name (LOC-CR-3) and Model Year (LOC-CR-5) must be locked by an active Request for Certificate or Summary Sheet Data Update.

# My CDX Inbox

- Processing Notifications
  - Notification messages will be sent to the MyCDX Inbox as an engine family moves through the certification process.
  - E-mail messages are also sent to those identified in the manufacturer information. They will be notified when:
    - The certificate is signed.

**Central Data Exchange** [Contact Us](#)

Last Login: 11/9/2012 2:22:54 PM

MyCDX | **Inbox (0)** | My Profile | Submission History

14 items found; displaying 1 to 14. Page 1 of 1

<input type="checkbox"/>	From	Subject	Received
<input type="checkbox"/>	<a href="#">Verify Administrator</a>	LOC Cert Data Submission received	11/9/2012 3:55:02 PM
<input type="checkbox"/>	<a href="#">CDX Administrator</a>	Your CDX/VERIFY submission	11/9/2012 3:54:46 PM
<input type="checkbox"/>	<a href="#">CDX Administrator</a>	Your CDX/VERIFY submission	11/9/2012 3:54:31 PM
<input type="checkbox"/>	<a href="#">Verify Administrator</a>	LOC Cert Data Submission received	11/9/2012 3:49:39 PM
<input type="checkbox"/>	<a href="#">CDX Administrator</a>	Your CDX/VERIFY submission	11/9/2012 3:49:23 PM
<input type="checkbox"/>	<a href="#">CDX Administrator</a>	Your CDX/VERIFY submission	11/9/2012 3:47:57 PM
<input type="checkbox"/>	<a href="#">CDX Administrator</a>	Your CDX/VERIFY submission	11/9/2012 3:47:55 PM
<input type="checkbox"/>	<a href="#">CDX Administrator</a>	Your CDX/VERIFY submission	11/9/2012 3:47:54 PM
<input type="checkbox"/>	<a href="#">Verify Administrator</a>	Certificate Issued as DEPAK0710XYZ-001	11/9/2012 3:47:54 PM
<input type="checkbox"/>	<a href="#">Verify Administrator</a>	Submission Received. EPA Locomotive Certificate Request DEPAK0710XYZ	11/9/2012 2:39:05 PM
<input type="checkbox"/>	<a href="#">CDX Administrator</a>	Your CDX/VERIFY submission	11/9/2012 2:38:49 PM
<input type="checkbox"/>	<a href="#">Verify Administrator</a>	LOC Cert Data Submission received	11/9/2012 11:30:23 AM
<input type="checkbox"/>	<a href="#">CDX Administrator</a>	Your CDX/VERIFY submission	11/9/2012 11:30:09 AM
<input type="checkbox"/>	<a href="#">Verify Administrator</a>	Submission accepted for your file upload DEPAG0710ABC-DF-ANALYSIS.docx	11/9/2012 10:31:20 AM

[Delete](#) | [Download Selected Attachments](#) | [Mark As Read](#)

# Request For Certificate Process

After an Engine Family dataset has been submitted to and accepted by Verify, the Request For Certificate dataset for that Engine Family may be submitted.

EPA Compliance Reviewer Approves the Manufacturer Request For Certificate or contacts the manufacturer with questions.

EPA Issues Certificate for Requested Engine Family

Yes

Correction/Update Needed?

No

End


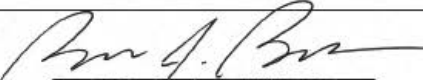
Submit Revised Engine Family Dataset with  
Corrections, Running Changes, FEL Changes

Submit "Introduction to Commerce Date Update" or  
"Summary Sheet Data Update" or "New  
Certificate" Request for Certificate Dataset  
depending on revision types

# Request For Certificate

- The Request for Certificate dataset is a **separate** submission from the Engine Family dataset.
- The request for certificate cannot be submitted until the engine family dataset has been submitted to and accepted by Verify.

# Sample Certificate

	<b>UNITED STATES ENVIRONMENTAL PROTECTION AGENCY</b> <b>2012 MODEL YEAR</b> <b>CERTIFICATE OF CONFORMITY</b> <b>WITH THE CLEAN AIR ACT OF 1990</b>	<b>OFFICE OF TRANSPORTATION AND AIR QUALITY</b> <b>ANN ARBOR, MICHIGAN 48105</b>	
<b>Certificate Issued To:</b> CSX Transportation, Inc. (U.S. Manufacturer or Importer) <b>Certificate Number:</b> CCSXK0645EC2-007	<b>Effective Date:</b> 01/26/2012 <b>Expiration Date:</b> 12/31/2012	 Byron J. Bunker, Acting Division Director Compliance Division	<b>Issue Date:</b> 01/26/2012 <b>Revision Date:</b> N/A
<b>Engine Family Name (Remanufacturing Kit):</b> CCSXK0645EC2 <b>The rebuild kit includes:</b> Timing Plate		<b>Vehicle/Engine Category:</b> Locomotive <b>Locomotive Model Years:</b> 1973 to 2001 <b>Models Covered:</b> GP15T, MP15T	
<p>Pursuant to Section 213 of the Clean Air Act (42 U.S.C. section 7547) and 40 CFR 1033, and subject to the terms and conditions prescribed in those provisions, this certificate of conformity is hereby issued with respect to the remanufacturing kit which has been found to conform to applicable requirements and which may be utilized with only the following locomotive engines, by engine family, more fully described in the documentation required by 40 CFR 1033 and produced in the stated model year.</p> <p>Parties who install this remanufacturing kit must also ensure that the base engine contains the following parts, more fully described in the Application for Certification for this kit:          Injectors, Governor, Camshaft, Power Assemblies, Aftercooler, Turbocharger</p> <p>This certificate of conformity is conditional upon compliance of said manufacturer with the provisions of 40 CFR Part 1033, Subpart H. Failure to comply with these provisions may render this certificate void <i>ab initio</i>.</p> <p>This certificate of conformity covers only those locomotive remanufacturing kits which conform in all material respects to the design specifications that applied to those kits more fully described in the Application for Certification required by 40 CFR 1033 and which are produced during the model year stated on this certificate of the said manufacturer, as defined in 40 CFR 1033.</p> <p>It is a term of this certificate that the manufacturer shall consent to all inspections described in 40 CFR 1068.20 and authorized in a warrant or court order. Failure to comply with the requirements of such a warrant or court order may lead to revocation or suspension of this certificate for reasons specified in 40 CFR 1068. It is also a term of this certificate that this certificate may be revoked or suspended or rendered void <i>ab initio</i> for other reasons specified in 40 CFR 1068.</p>			

# Corrections

## Dataset

- Before a certificate has been requested:
  - Reload the dataset that was saved
    - after submitting the original file, or
    - from the status history link in the acceptance message in the CDX Inbox (Submission/Document Name: xml file), or
    - from the status history link in the acceptance message in the CDX Inbox (Returned Documents/SubmissionProcessingReport.xml file)
  - Select the appropriate dataset Process Code
  - Make the corrections in the form and Submit
- After a certificate has been requested
  - Select Certification Request | Delete Pending Request for Certificate or Summary Sheet Data Update
    - Complete the form and submit to delete the Certificate Request
  - Reload the dataset and submit as above
  - Request a new certificate
- After a certificate has been issued
  - Reload the dataset and submit as above
  - Select Locomotive/Engine Certificate Request
  - Select Request New Certificate
  - Select the appropriated cert. request Process Code
    - New Certificate - if the change requires that a new certificate be issued
    - Summary Sheet Data Update – if the change updates information only
    - Introduction Into Commerce Date Update
  - Complete the rest of the Certificate Request and Submit

# Corrections

## Documents

- Before a certificate has been requested:
  - Upload the revised compliance document
  - Revise the application with a comment that the original document should be ignored.
- After a certificate has been requested
  - Upload the revised compliance document
  - Select Certification Request | Delete Pending Request for Certificate or Summary Sheet Data Update
    - Complete the form and submit to delete the Certificate Request
  - Revise the application with a comment that the original document should be ignored.
  - Request a new certificate
- After a certificate has been issued
  - Upload the revised compliance document
  - Revise the application with a comment that the original document should be ignored.
  - Select Certification Request | Request New Certificate
  - Select the appropriated cert. request Process Code
    - New Certificate - if the change requires that a new certificate be issued
    - Summary Sheet Data Update – if the change only updates information
    - Introduction Into Commerce Date Update
  - Complete the rest of the Certificate Request and Submit



# Corrections

## Delete a Document

- A document upload into the CDX cannot be deleted.
- Either resubmit the application dataset under a new engine family name and upload a corrected copy of the document, or
- Add a comment to the dataset noting that the improper associated document should not be used.

# System Administration Information

- CDX Telephone - (888) 890-1995
- E-mail
  - [verifyhelp@csc.com](mailto:verifyhelp@csc.com) for technical questions regarding data or uploading your documents
  - [helpdesk@epacdx.net](mailto:helpdesk@epacdx.net) for help with your CDX registration (user ID/password) questions
- Questions regarding the Locomotive regulations
  - contact the assigned EPA staff Certification Reviewer, who can be found in the Manufacturer Information.