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ePCB – Online reporting system for the PCB Regulations

**Federal Information Session on Environmental
Regulations**

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Industrial Sectors, Chemicals and Waste Directorate

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Contents

- Introduction
 - Why a new reporting system?
- ePCB
 - Platform (SWIM)
 - Appearance
 - Features
 - Example of a report



Introduction

- Annual reporting and spill reports to be submitted to Environment Canada
 - Electrical equipment containing PCBs >50mg/kg
 - Research, colouring pigments, storage
 - Transport or disposal facilities
- Amendments added reporting by equipment





Introduction

- Why a new system?
 - Handle amendments to PCB Regulations
 - Improve the old reporting system
 - Common platform: SWIM
 - All certifications electronic
 - Increased clarity for reporting via help and instructions



SWIM

Single Window Information Manager



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Single Window Information Manager

Welcome Allison Lapierre, to Environment Canada's Single Window.

The reporting program(s) listed below are reporting programs that you currently have access to. If you require others please request access through your organization administrator.

	CEPA Pollution Prevention Planning Environment Canada's online reporting tool for persons subject to a Pollution Prevention (P2) Planning Notice published in the Canada Gazette under Part 4 of the Canadian Environmental Protection Act, 1999
	Chemicals Management Plan Jointly delivered by Environment Canada and Health Canada, the Chemicals Management Plan identifies and addresses environmental and health risks under various federal laws.
	ePCB This database allows regulatees to submit their PCB reports online as required by the PCB Regulations.
	Export and Import of Hazardous Waste and Hazardous Recyclable Material Regulations (EIHWHRMR) This online system enables individuals and businesses to submit notices electronically for the import and export of hazardous wastes or hazardous recyclable materials, as well as obtain official documents (e.g. permits) online.
	National Pollutant Release Inventory (NPRI) and Partners NPRI, Ontario Regulation 127/01, Ontario Toxics Reduction Act, Alberta Environmental Protection and Enhancement Act, National Emissions Reduction Masterplan, and National Framework for Petroleum Refinery Emission Reductions



ePCB

- Appearance
- Features
- Sample report
 1. Dashboard
 2. Determining report section
 3. Reporting
 - Company and facility information
 - Report data
 - Certification



Appearance

Home Ec.gc.ca

SWIM → Reporting Dashboard Signed in as Allison Lapierre Logout

Reporting Dashboard Help

i Welcome to ePCB, the online reporting system for the PCB Regulations. The Reporting Dashboard allows you to add new reports and view or edit existing reports.
For more information please click "**Help**".

⚠ Welcome to ePCB. Click **Help** on any screen to display more information.
To close **Help**, click **Help** again.

Use the Search Criteria to filter the results in the table below.
Type in all or a portion of the Facility name, or make a selection from a drop down menu and click **Search**.

Search Criteria

⚠ Use the search criteria to filter the results displayed in the Reports table below.
To find a report, type in all or a portion of the facility name and click Search.

Facility Reporting Year Section of the PCB Regulations

2014 Section 40

Report(s)



Features

Reporting Dashboard

Welcome to ePCB, the online reporting system for the PCB Regulations. The Reporting Dashboard allows you to add new reports and view or edit existing reports. For more information please click "Help".

Search Criteria

Facility: Reporting Year: All Section of the PCB Regulations: All

Report(s)

Status	Reporting Year	Company	Facility	Section of PCB Regulation	Report ID	Status	Actions
Submitted	2015	Environment Canada - ESB	Test ePCB	Section 33(3)		Submitted (30/04/2015 1:51:46 PM)	
In Progress	2014	Environment Canada - ESB	PVM Test	Section 33(3)	Section_33(3)-2014-10071	(0/3)	
Ready to submit	2014	Environment Canada - ESB	PVM Test	Section 40	Section_40_1-2014-10070	Ready to Submit	

Submitted →
In Progress →
Ready to submit →



Determining the report section

[SWIM](#) → [Add New Report](#) → [Find Facility](#) Signed in as **Allison Lapierre** [Logout](#)

Step 1 - Select Facility [Help](#)

i Select a Facility.
For more information click "**Help**".

- Search Criteria

Facility

- Facilities

Company	Facility	Facility Location	Actions
Environment Canada - ESB	Test ePCB	352 St Joseph, Gatineau, QC, K1A0H2	+

To select the facility



Determining the report section

[SWIM](#) → Environment Canada - ESB → Test ePCB → Add New Report → Step 2

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Step 2 - Year and Type of Report

[Help](#)

i Select the year and type of report.
Click Continue.
For more information click "**Help**".

Note: If you have more than one type of report to submit, a new report must be submitted for each report type. In this case, return to the Dashboard to add a new report once you've completed this report (NEEDS WORK).

* For which year are you reporting? (required)

2014

* What are you reporting? (required)

- Equipment containing PCBs (Section 33)
- PCBs Releases to the Environment (Section 40)
- PCBs at Transfer site/Destruction facility (Section 38)
- Other (Section 22, 34, 35, 37)

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Determining the report section

SWIM → 2014 → Environment Canada - ESB → Test ePCB → Add New Report → Step 3 Signed in as Allison Lapierre [Logout](#)

Step 3 - Facility and Equipment details Help

i Provide details for the facility and equipment.
Answer yes or no to all 3 questions.
For more information click "**Help**".
Click "**Continue**".

- Is the equipment located at a prescribed site?
- Is the equipment located at an electrical generation, transmission or distribution facility?
- Was the equipment listed in an extension under section 17 of the PCB regulation?

Determining the report section

[SWIM](#) → 2014 → Environment Canada - ESB → Test ePCB → Add New Report → Step 4

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Step 4 - Equipment Type and Concentration

[Help](#)

i Identify the type of equipment listed in the extension and the concentration of PCBs in the equipment.
For more information click "**Help**".

* What type of electrical equipment?
(required)

- Electrical capacitors and electrical transformers and their auxiliary electrical equipment (Section 33(1) or 33(3))
- Electromagnets that are not used in the handling of food, feed or any additive to food or feed Section 33(1) or 33(3))
- Heat transfer equipment , hydraulic equipment, vapour diffusion pumps, and bridge bearings Section 33(1) or 33(3))
- Light ballasts, pole top transformers and their pole top auxiliary electrical equipment (Section 33(3))

* Concentration (required)

- Greater or equal to 50 mg/kg and less than 500 mg/kg
- Greater than 500 mg/kg

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Report: Company and Facility Information

Home Ec.gc.ca

SWIM → 2014 → Environment Canada - ESB → Test ePCB → Section 33(3) → Company and Facility Information

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Company and Facility Information

Report ID: Section_33(3)-2014-10101.000

Provide missing Company and Facility information below. Fields required by the PCB Regulations are identified.

Click **"Save"** after entering the information. After the required fields are complete, the yellow exclamation point in the navigation pane will become a green checkmark. To continue click the next step under **Reporting Details**. Click **"Help"** for more information.

Reporting Details

- Section 33(3)
- Company and Facility Information**
- Equipment Containing PCBs
- Certification

Company Details

* Company (required) Environment Canada - ESB

* Company Physical Address (required) 351 Blvd St Joseph Gatineau Quebec K1A0

Company Mailing Address 351 Blvd St Joseph Gatineau Quebec K1A0

* Telephone (required)

Fax

Update to or from SWIM → Refresh from SWIM Save To SWIM Save



A few helpful hints: Save!

Company and Facility Information

Help

Report ID: Section_33(3)-2014-10101.000

i Provide missing Company and Facility information below. Fields required by the PCB Regulations are identified.

Click "**Save**" after entering the information.
After the required fields are complete, the yellow exclamation point in the navigation pane will become a green checkmark.
To continue click the next step under **Reporting Details**.
Click "**Help**" for more information.

– Company Details

* Company (required)

Environment Canada - ESB

* Company Physical Address (required)

351 Blvd St Joseph Gatineau Quebec K1A0



Company Mailing Address

351 Blvd St Joseph Gatineau Quebec K1A0



* Telephone (required)

8199384518

Fax

Email

Refresh from SWIM

Save To SWIM

Save

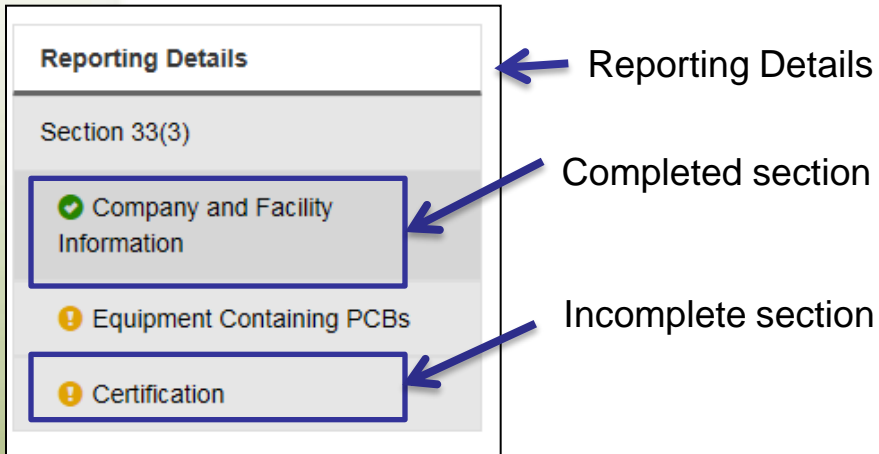
Don't forget to click save!



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A few helpful hints: terminology



Reporting Details

Section 33(3)

- ✔ Company and Facility Information
- ! Equipment Containing PCBs
- ! Certification


← Reporting Details

← Completed section

← Incomplete section

Home Ec.gc.ca **Breadcrumbs**

[SWIM](#) → 2014 → Environment Canada - ESB → Test ePCB → Section 33(3) → Company and Facility Information



Reporting Details

Section 33(3)

- ! Company and Facility Information
- ! Equipment Containing PCBs
- ! Certification

Company and Facility Information

Report ID: Section_33(3)-2014-10101.000

i Provide missing Company and Facility information below. Fields required by the PCB

Click "**Save**" after entering the information.
After the required fields are complete, the yellow exclamation point in the navigation
To continue click the next step under **Reporting Details**.
Click "**Help**" for more information.




Report: Section 33(3)

Equipment Containing PCBs

 Help

Report ID: Section_33(3)-2014-10101.000

 Provide the following information as required by the PCB Regulations.

Report only the last status (stored, sent to transfer site, sent to destruction facility or destroyed) as of December 31st of the reporting year.

Click "**Save**" after entering the information.

When the required fields are complete and saved, the yellow exclamation point will become a green checkmark.

Click the next step under **Reporting Details** to continue.

Click "**Help**" for more information.


Summary

<u>Status as of December 31st</u>	<u>Liquid or Solid</u>	<u>Quantity (L or kg)</u>	<u>Concentration Options</u>	<u>Known Concentration (mg/kg)</u>
Stored on December 31st	Liquid	<input type="text" value="50"/>	Between 50 mg/kg and <input type="text" value=""/>	<input type="text" value=""/>
Stored on December 31st	Solid	<input type="text" value="100"/>	Known exact concentra <input type="text" value=""/>	<input type="text" value="55"/>
Sent to Transfer Site	Liquid	<input type="text" value=""/>	Select an option <input type="text" value=""/>	<input type="text" value=""/>
Sent to Transfer Site	Solid	<input type="text" value=""/>	Select an option <input type="text" value=""/>	<input type="text" value=""/>



Report: Certification


Reporting Details
Section 33(3)
<input checked="" type="checkbox"/> Company and Facility Information
<input checked="" type="checkbox"/> Equipment Containing PCBs
<input checked="" type="checkbox"/> Certification

 **Success!** This page has been saved successfully.

Certification

 Help

Report ID: Section_33(3)-2014-10101.000

 Provide the following information to certify that the report contents are accurate and complete.

Click **"Save"** after entering the information.
The **"Save"** button will become a submit button when all sections are complete.
Click **"Submit"** to submit the report to Environment Canada.
The authorized user will receive an email confirmation once the report is successfully submitted.

Authorized User Details

Given name	Allison
Family name	Lapierre
Email	allison.lapierre@ec.gc.ca

Certification

* I hereby certify that the information contained in the report is accurate and complete, and that I am the owner, or a person authorized to report on the owner's behalf. (required)

* Given name of the authorized individual (required)

* Family name of the authorized individual (required)



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**Saving your report does not
submit your report!**


**You must also submit your
report.**




Email Confirmation

From: ePCB@ec.gc.ca
To: Lapierre, Allison [NCR]
Cc:
Subject: <TEST> eBPC - Confirmation de soumission - [2015] / ePCB - Confirmation of Submission - [2015]

Sent: Wed 29/04/2015 3:38 PM

 **Environnement Canada** **Environment Canada**

 **Canada**

Confirmation de soumission

Allison Lapierre,

Le but de ce courriel est de vous informer que la déclaration suivante a été soumise avec succès dans le Guichet unique d'Environnement Canada:

Période de déclaration: 2015
Programme: eBPC
Type de déclaration: Article 33(3)
Nom de la compagnie: Environment Canada - ESB
Nom de l'installation: Test ePCB
Adresse de l'installation: 352 St Joseph, Gatineau (Québec), K1A0H2
Date et temps de soumission: 29/04/2015 3:37:38 PM

Pour visualiser ou mettre à jour la déclaration, veuillez vous connecter au Guichet unique d'Environnement Canada (<https://ec.ss.ec.gc.ca>).

Confirmation of Submission

Allison Lapierre,

The purpose of this email is to notify you that the following report has been successfully submitted into Environment Canada's Single Window reporting system:

Reporting Period: 2015
Program: ePCB
Report Type: Section 33(3)
Company Name: Environment Canada - ESB
Facility Name: Test ePCB
Facility Address: 352 St Joseph, Gatineau (Quebec), K1A0H2
Submitted Date and Time: 29/04/2015 3:37:38 PM

To view or update the report, please log in to Environment Canada's Single Window (<https://ec.ss.ec.gc.ca>).

Report: Section 33(2)

Reporting Details
Section 33(2)
✔ Company and Facility Information
✔ Equipment Containing PCBs
! Progress toward ending use of equipment
! Certification

Equipment Containing PCBs

Help

Report ID: Section_33(2)-2014-10117.000

i Provide the following information as required by the PCB Regulations.

Click **"Save"** after entering the information.
 When the required fields are complete, the yellow exclamation point will become a green checkmark.
 To continue click the next section under **Reporting Details**.
 Click **"Help"** for more information.

Equipment List (required)

+ Add New						
<u>Equipment ID</u> (eg. Serial Number)	<u>Equipment Type</u>	<u>Liquid or Solid</u>	<u>Quantity and Concentration</u>	<u>Status on December 31st</u>	Actions	
Test 123	Electrical capacitors	Liquid	100 L at 50 to 500 mg/kg	In Use		
Test 345	Electrical transformers and their auxiliary electrical equipment	Liquid	700 L at 700000 mg/kg	Stored		
Test 678	Vapour diffusion pumps	Liquid	1000 L at < 500 mg/kg	Sent to D		
Test Abc	Electromagnets that are not used in the handling of food, feed or any additive to food or feed	Liquid	10 L at 600 mg/kg	Destroyed		



Report: Section 40

Reporting Details

Section 40

- Company and Facility Information
- PCBs Releases to the Environment**
- Certification

PCBs Releases to the Environment

Report ID: Section_40_1-2014-10111.000

i Provide the following information as required by the PCB Regulations.

Click "Save" after entering the information.
To continue click the next section under **Reporting Details**.
Click "Help" for more information.

- Date and Time of Release (UTC)

* Date (required)

* Time (required)

- Description and Location of Release

* Description (required)


- Details of Liquid Release


Quantity (L)

Concentration (mg/kg)

- Details of Solid Release

Quantity (kg)

2015-05-12 

14:30 

Click here to select date and time



Next steps

- When will the system be available?
 - Summer 2015
- Will there be training?
 - Yes, via webinar
 - Summer 2015 and Early 2016
- When are reports due?
 - Annual reports for 2015 are due March 31st 2016 and are to be submitted in ePCB
 - Release to the environment reports are required when the instance occurs or is identified.



More information

- Contact us:
 - Patrick Lessard , Compliance Promotion in Quebec
 - EC.BPC-QC-PCB-QC.EC@ec.gc.ca
 - National PCB Program
 - PCBProgram@ec.gc.ca
 - 1-844-815-6418
- SWIM: <https://ec.ss.ec.gc.ca/>
- PCB webpage: <http://www.ec.gc.ca/bpc-pcb/>

Thank you!

