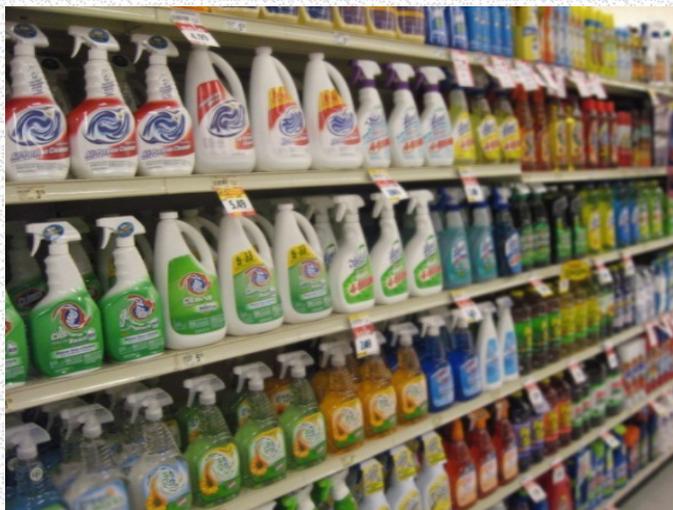


2014 Data Reporting for the Consumer Products Program

July 1, 2015

<http://www.arb.ca.gov/consprod/regact/2014surv/2014main.htm>



California Environmental Protection Agency
Air Resources Board

Webinar Agenda

- ❑ Consumer Products Program – Reporting Overview
- ❑ 2013 Consumer and Commercial Products Survey (2013 Survey) Recap
- ❑ User Feedback and Solutions for 2014
- ❑ 2014 Reporting Tool
- ❑ Highlight new features of the Web Upload Portal
- ❑ Q & A
- ❑ 5 – Minute Break at 11:30

Consumer Products Program: Purpose and Rationale of Data Reporting

- ❑ Provide robust scientific foundation for best decision making in the 2016 SIPs.
 - Evaluate the feasibility of further reducing VOC emissions from consumer products.
- ❑ Update the consumer products emissions inventory by gathering current information on VOC and low vapor pressure-VOC (LVP-VOC) emissions.
- ❑ Evaluate the use of LVP-VOCs.

2013 Data Reporting Summary

- ❑ Received over 2200 registration requests.
- ❑ Over 1400 Responsible Party and 700 Formulators registered.
- ❑ Over 1300 users have marked that they have completed the survey.
- ❑ Companies that have not reported 2013 data will be receiving letters regarding their compliance options.

2013 Data Submissions

- ❑ ARB staff has performed checks on all incoming submittals.
- ❑ ARB thanks the companies that correctly submitted their data to us.
- ❑ ARB data systems have processed over 700 submissions that were deemed acceptable.
- ❑ However, many of the submittals were uploaded with errors.
 - Files were uploaded in the incorrect format,
 - Files had incorrect data or corrupt information,
 - Files were not able to be processed due to user error.

User Feedback from 2013 Reporting

□ User Feedback

- Most users would prefer using a more familiar format.
- Suggested using a Spreadsheet or Microsoft Excel - based system for future reporting.

□ Changes for 2014 Reporting

- Microsoft Excel based reporting tool with:
 - Point-and-Click interface and
 - Traditional Spreadsheet interface.

User Feedback from 2013 Reporting (cont.)

❑ User Feedback

- The instruction packet was too much.
- The Web Portal was unclear.

❑ Changes for 2014 Reporting

- The instruction packet has been streamlined and is more concise.
- The Web Upload Portal will have clearer language to assist users through the upload process.

User Feedback from 2013 Reporting (cont.)

□ User Feedback

- Confusion on where to start and what to use.
- Don't want to input the same data again.

□ Changes for 2014 Reporting

- A “Starter” Zip file will provide content from 2013 submission will be available for download to give user a better starting point in 2014 reporting requirements.

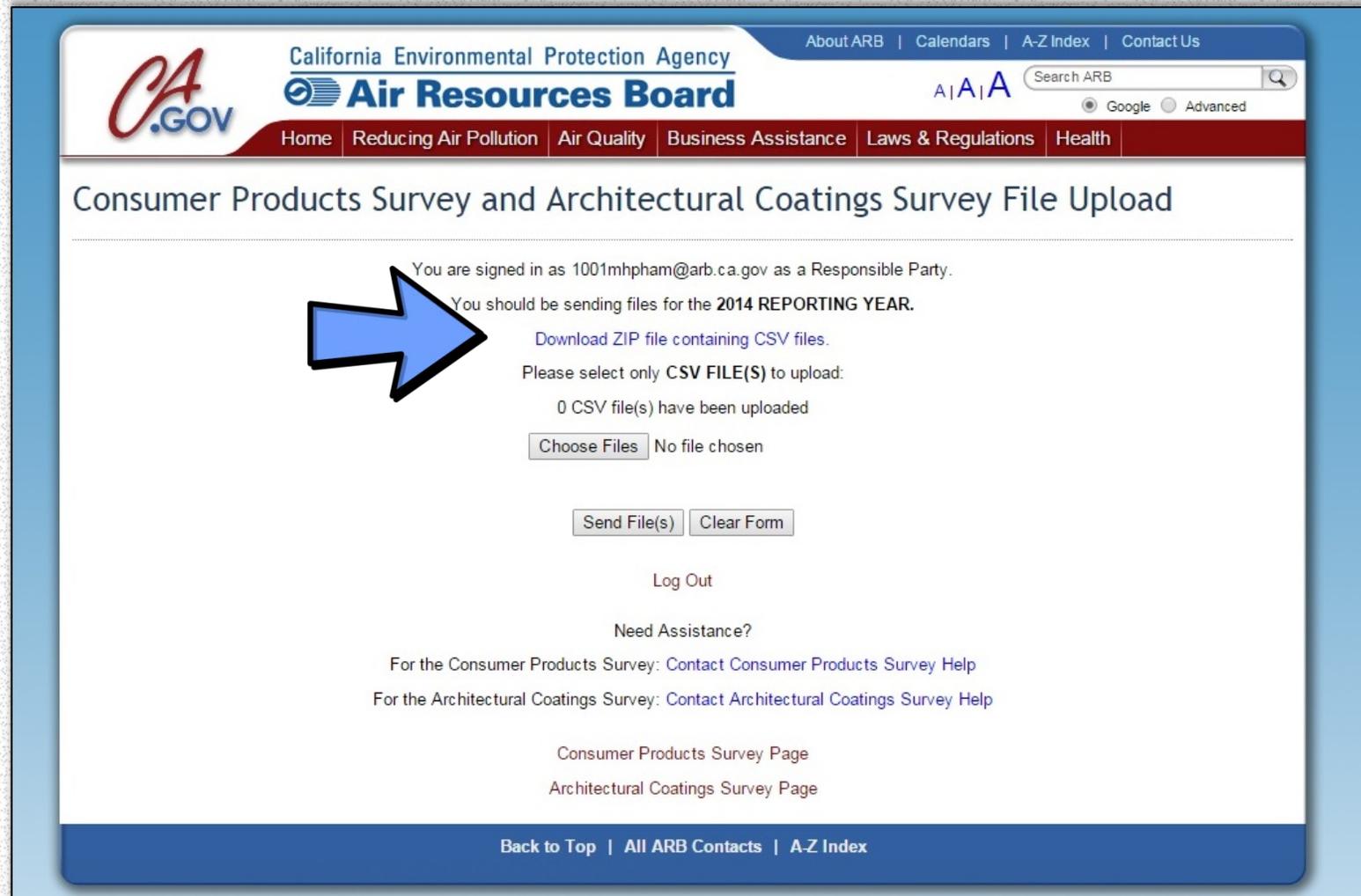
Details on “Starter” ZIP File

- ❑ “Starter” ZIP files will contain the users Company information, Products information, and Grouping information.
- ❑ A downloadable file will exist for all users whose 2013 submission were correct and complete.
 - If your ZIP file is not available for download, you must contact ARB to correct your submittals from the 2013 reporting requirement.

Timeline for 2014 Data Reporting

- ❑ 2014 Data Reporting start dateJuly 1, 2015
- ❑ Begin accepting data.....July 1, 2015
- ❑ Additional Webinar.....September 16, 2015
- ❑ Completed Data Reporting
due to ARB.....November 1, 2015

“Starter” ZIP Download



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Please select only CSV FILE(S) to upload:

0 CSV file(s) have been uploaded

No file chosen

[Log Out](#)

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For the Architectural Coatings Survey: [Contact Architectural Coatings Survey Help](#)

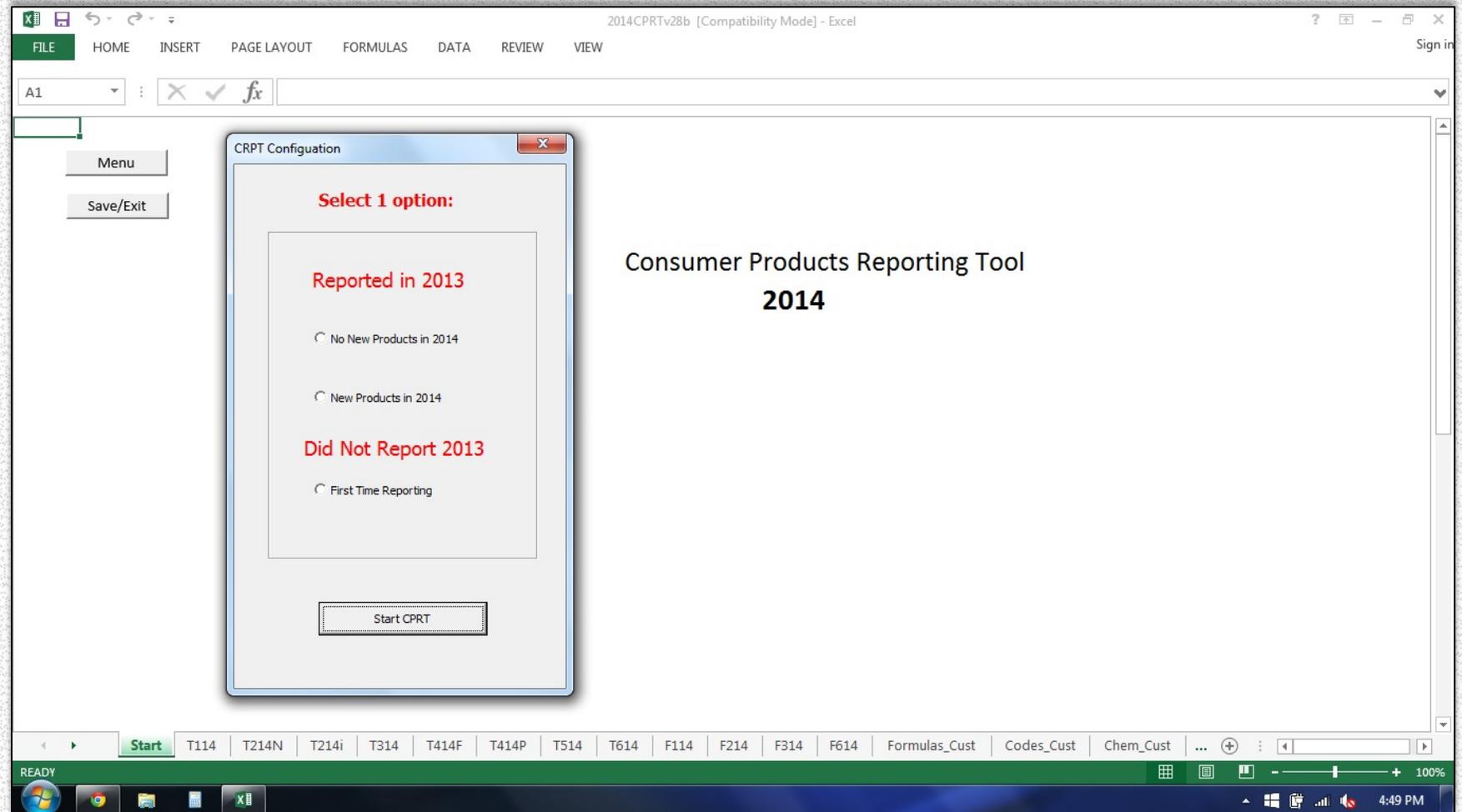
[Consumer Products Survey Page](#)

[Architectural Coatings Survey Page](#)

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2014 Reporting Tool

- ❑ This Reporting Tool must be downloaded and saved to your PC prior to opening.



2014 Reporting Tool – Change Column Terms

- ❑ “Unchanged”
 - No change from what was reported in 2013, except for a UPC code change.
- ❑ “Minor Changes”
 - Category change and/or label change in 2014.
- ❑ “Major Changes”
 - Change between 2013 and 2014 product ingredients but label remained the same.
- ❑ “New”
 - Product was not sold in 2013, but had sales in California in 2014.
- ❑ “Discontinued”
 - Product was no longer sold in California in 2014.

2014 Reporting Tool – Reported in 2013 with No New Products in 2014

- ❑ Reported in 2013 – No New Products for 2014 and No Minor or Major Changes
 - Submitted information for 2013 products.
 - Company did not introduce any new products in 2014.

- ❑ Required Reporting in 2014
 - Companies must report Sales information for products sold in 2014.

2014 Reporting Tool – Reported in 2013 and Will Report New Products in 2014

- ❑ Reported in 2013 – New Products for 2014, Minor Changes, or Major Changes.
 - Submitted information for 2013 products.
 - Introduced New Product(s) in 2014.

- ❑ Required Reporting in 2014
 - Sales information for existing products sold in 2014.
 - Sales and Formulation information for new products sold in 2014.

2014 Reporting Tool – New to 2014

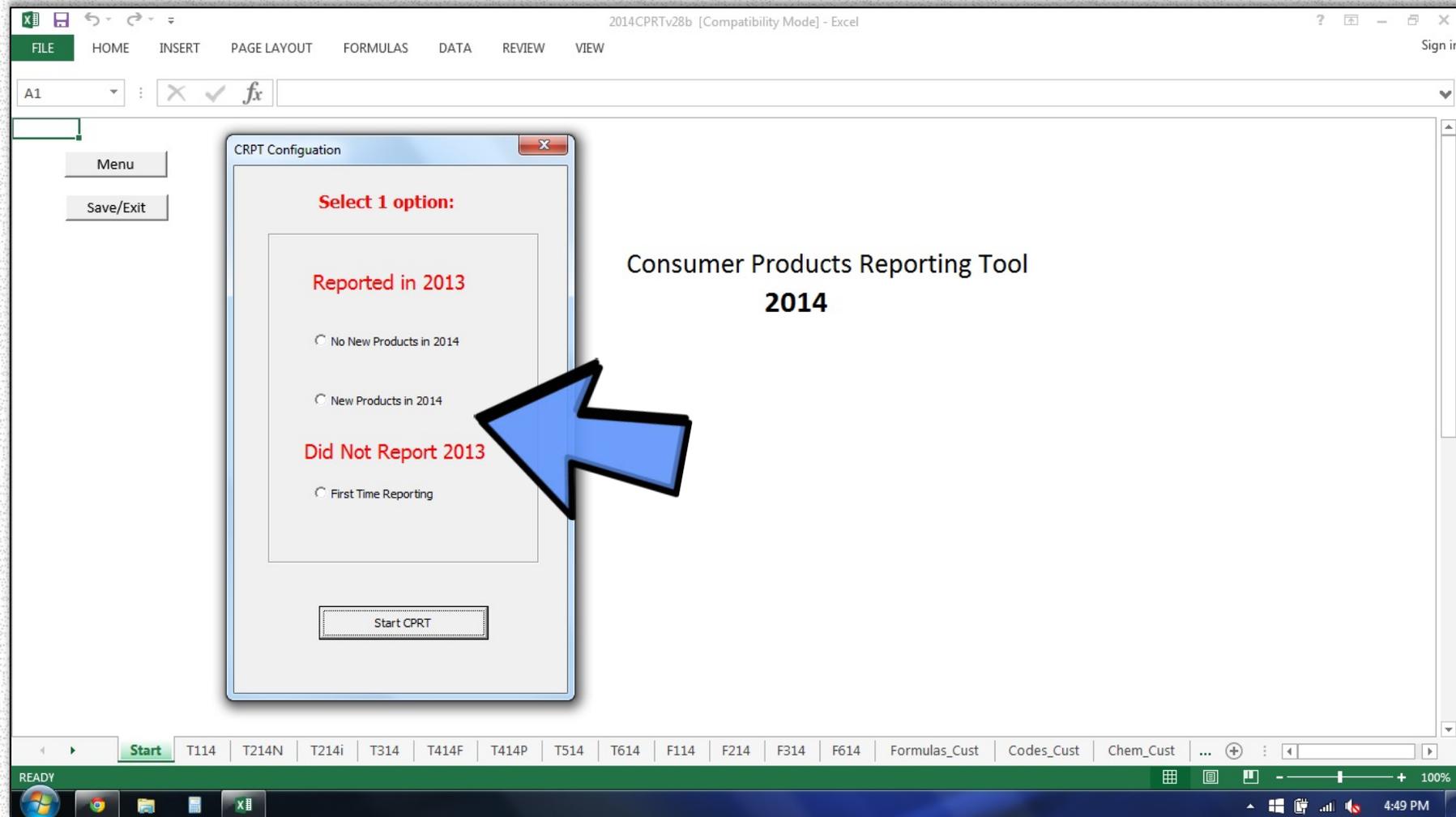
❑ First Time Reporting

- New Company to 2014.
- No submittal for the 2013 Data Reporting for Consumer Products.

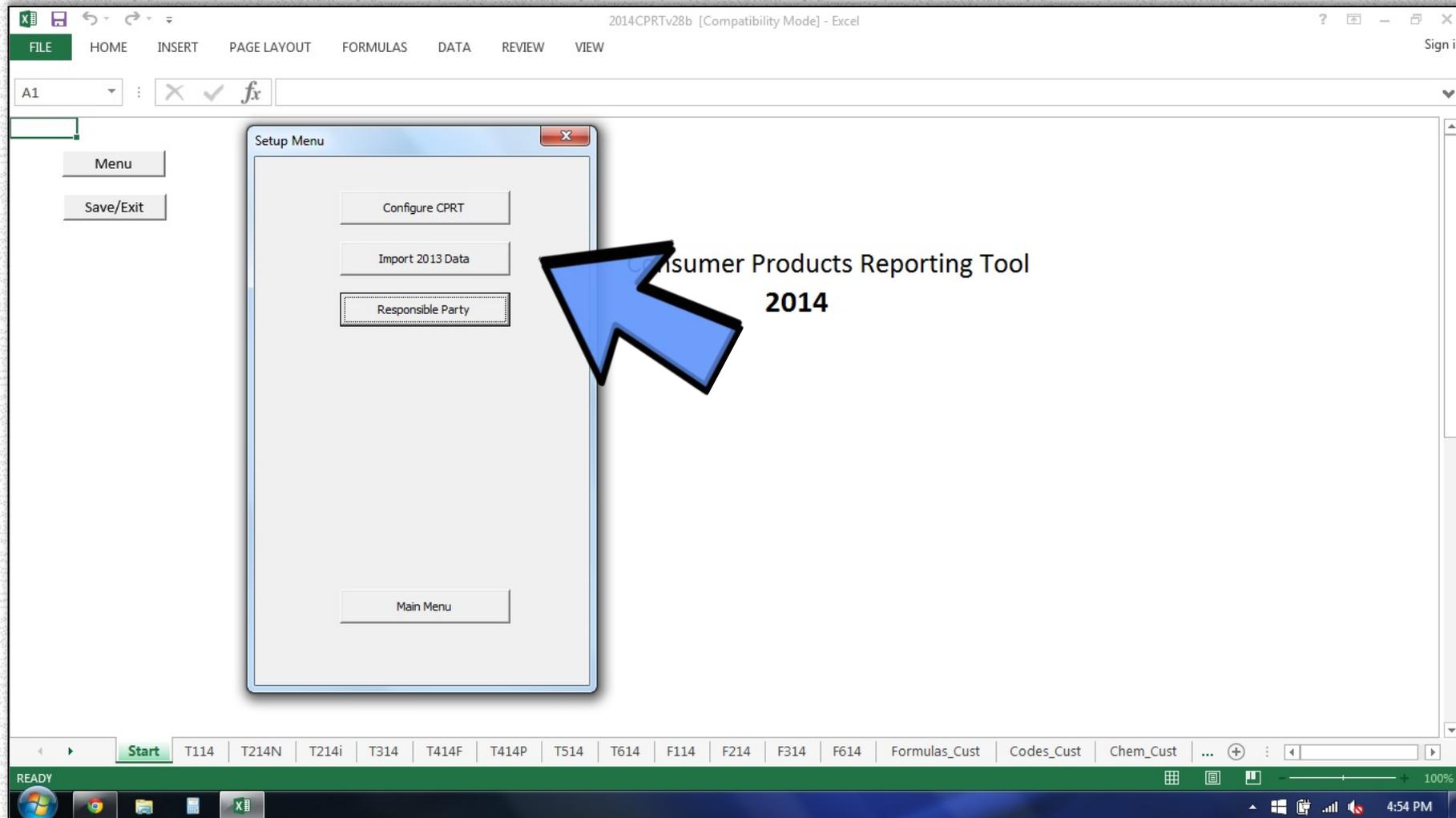
❑ Required Reporting in 2014

- Companies must report Sales and Formulation information for products sold in 2013 and 2014.

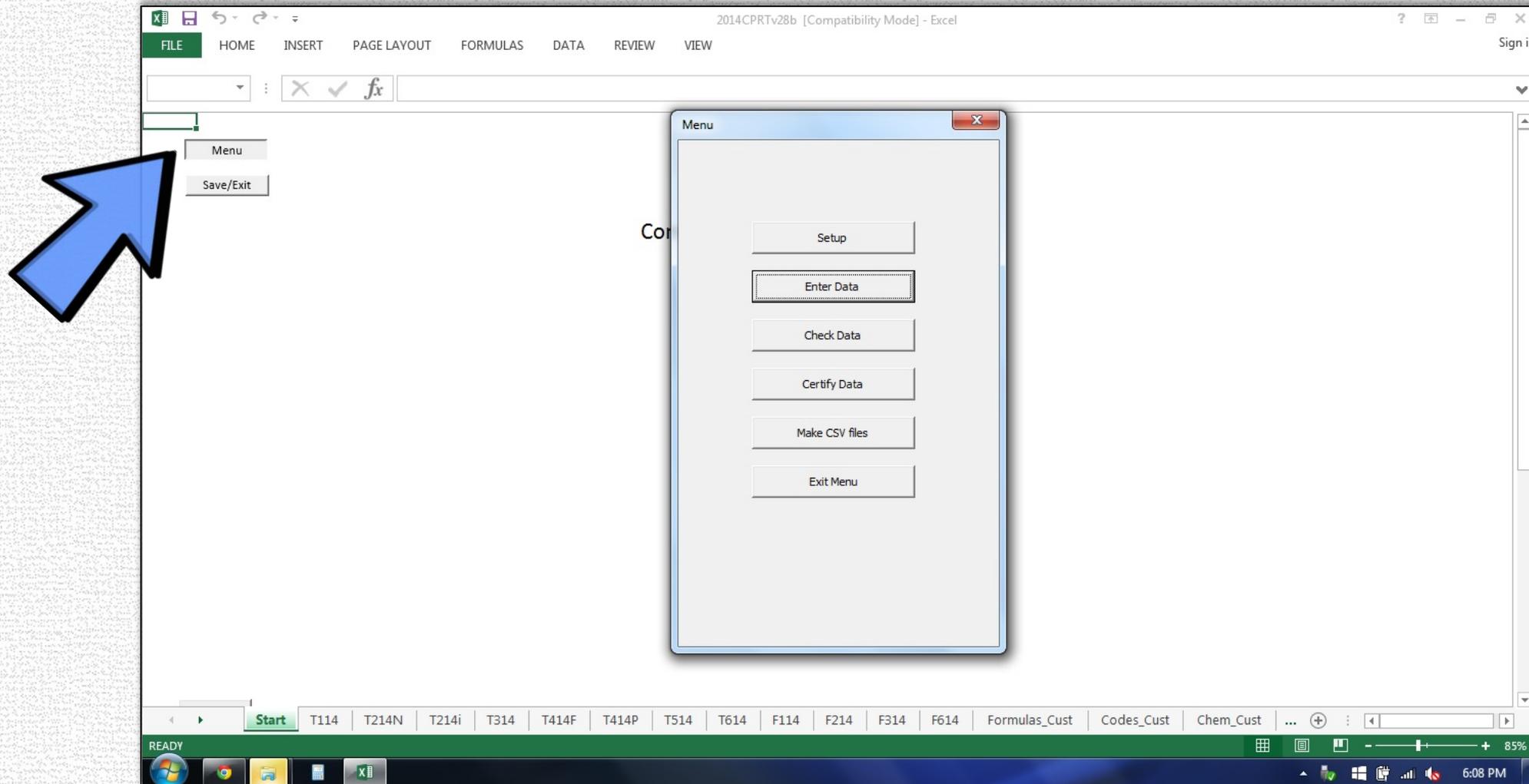
2014 Reporting Tool - Start



2014 Reporting Tool - Importing



2014 Reporting Tool – Main Menu



2014 Reporting Tool – Existing Products

The screenshot displays an Excel spreadsheet titled "2014CPRTv28b [Compatibility Mode] - Excel". The spreadsheet contains a table with the following columns: Conf, Change, Units sold in 2014, Units sold in 2013, UPC 2014, UPC 2013, Product name, Kit, Product group name, Formula name, Who provides formula, Label file name, Multipack, and Size On Label. The data rows show four products: Alpha White, Black Black, Green Blue, and Zebra Red. A yellow tooltip is visible over the 'Multipack' column, stating: "If multiple units of the same item are sold together (a multipack), enter the number of units (greater than '1') in the multipack. If not sold in multipack, enter '1' as a default." The spreadsheet is currently on the 'T214i' worksheet tab, and the status bar shows "Cell N4 commented by Maryana Visina" and "85%" zoom.

| Conf | Change | Units sold in 2014 | Units sold in 2013 | UPC 2014 | UPC 2013 | Product name | Kit | Product group name | Formula name | Who provides formula | Label file name | Multipack | Size On Label |
|------|--------|--------------------|--------------------|----------|----------|--------------|-----|--------------------|--------------|----------------------|-----------------|-----------|---------------|
| | | | | | 11110001 | Alpha White | 1 | | awhite | SELF | awhite.pdf | 1 | 340 |
| | | | | | 11110002 | Black Black | 1 | | bblack | SELF | bblack.pdf | 1 | 340 |
| | | | | | 11110003 | Green Blue | 1 | | gblue | SELF | gblue.pdf | 1 | 340 |
| | | | | | 11110004 | Zebra Red | 1 | | zred | SELF | zred.pdf | 1 | 340 |

2014 Reporting Tool – New Products

2014CPRTv28b [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

A1

Menu

Save/Exit

Data Entry Menu

Enter Formulators before grouping products

Product Formulators

Fragrance Formulators

Group products before entering products

Product Groups

Enter Formulator and product groups before products

Products

Enter products before entering formulations

Formulations

Main Menu

Consumer Products Reporting Tool
2014

Start T114 T214N T214i T314 T414F T414P T514 T614 F114 F214 F314 F614 Formulas_Cust Codes_Cust Chem_Cust ...

READY

100%

5:39 PM

2014 Reporting Tool – New Products Formulator, Fragrance Formulator, and Grouping Forms

2014CPRTv28b [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

menu Form

Conf Product formulators' name Address

TRUE NR NR

TRUE Self

formid

5

6

Enter Product Formulator Information

Menu Goto Table Clear Fields Save Records

Confidential

Enter 3rd Party Product Formulators

Company Name _____

Address _____

City _____

State _____

Zip _____

First Name _____

Last Name _____

Title _____

Phone _____

Email _____

T414P

Start T114 T214N T214i T314 T414F T414P T514 T614 F114 F214 F314

2014CPRTv28b [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

menu Form

Conf Product group name Group formula name Group label file name

Group Type Size fragrance LVPs Inorganics VOCs

Group Name _____

Group Formula Name _____

Group Label File Name _____

Group Category Code _____

Lookup CatCode

Lookup Formulator

Display

Enter Product Grouping Information

Menu Goto Table Clear Fields Save Record

Confidential

Enter Product Group Information

T414P

Start T114 T214N T214i T314 T414F T414P T514 T614 F114 F214 F314 F614 Formulas_Cust Codes_Cust Chem_Cust

2014CPRTv28b [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

menu Form

Conf Product formulators' name Address

formid

5

6

Enter Fragrance Formulator Information

Menu Goto Table Clear Fields Save Record

Confidential

Company Name _____

Address _____

City _____

State _____

Zip _____

First Name _____

Last Name _____

Title _____

Phone _____

Email _____

T414F

Start T114 T214N T214i T314 T414F T414P T514 T614 F114 F214 F314 F614 Formulas_Cust Codes_Cust Chem_Cust

2014 Reporting Tool – Product Form

2014CPRTv28b [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

G13

Menu Table Clear Record Save Record

Product Information Confidential

| | | |
|----|---------------------------|--|
| 6 | Change | |
| 7 | Units Sold (UPC) 2014 | |
| 8 | Units Sold (UPC) 2013 | |
| 9 | UPC 2014 | |
| 10 | UPC 2013 | |
| 11 | Product Name | |
| 12 | Group Name | |
| 13 | Formula Name | |
| 14 | Label File | |
| 15 | Who Provides Formula | |
| 16 | Sales Data Method | |
| 17 | Kit | |
| 18 | MultiPack | |
| 19 | Container Fill | |
| 20 | Size On Label | |
| 21 | Product Density | |
| 22 | Product Delivery | |
| 23 | Product Form | |
| 24 | Product Relation | |
| 25 | Product Information Other | |
| 26 | Category Code 1 | |
| 27 | Category Code 2 | |
| 28 | Name | |
| 29 | Formulator | |
| 30 | Tracking | |
| 31 | Min Dilution | |
| 32 | Max Dilution | |
| 33 | Diluent | |

Start T114 T214N T214i T314 T414F T414P T514 T614 F114 F214 F314 F614 Formulas_Cust Codes_Cust Chem_Cust ...

READY

5:40 PM

2014 Reporting Tool – Certification

2014CPRTv28b [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

L2

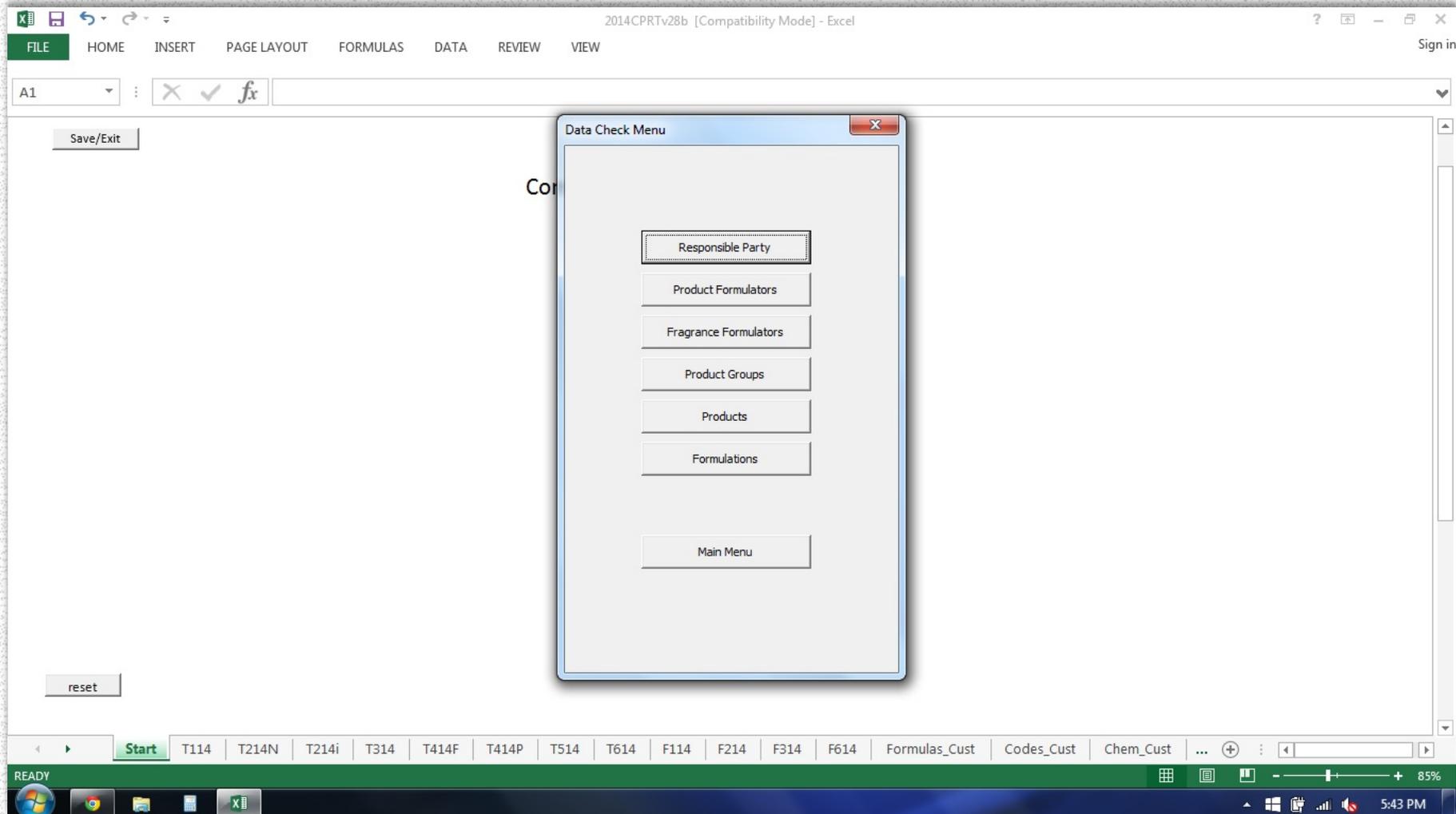
1
2 menu Table Clear Record Save Record
3
4
5 Certification
6
7
8
9 2014 SURVEY CERTIFICATION
10 The purpose of this certification is to document survey compliance.
11 Please check the applicable boxes below before signing.
12 I have complied with the requirements of Title 17, California Code of Regulations,
13 Section 94504(b) of the Regulation for Reducing Volatile Organic Compound Emissions from Antiperspirants and Deodorants,
14 Section 94513 Section 94513 of the Regulation for Reducing Emissions from Consumer Products,
15 Section 94524(c) Section 94524(c) of the Regulation for Reducing the Ozone Formed from Aerosol Coating Product Emissions
16
17 and that the survey information submitted is true, accurate, and complete. By signing, I certify that I have the authority to sign on behalf of my employer.
18
19 I have agreed to submit this certification by electronic means.
20
21 I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature.
22 By signing this certification electronically, I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
23
24 Executed this : _____ (day of,) _____ (month) _____ (year)
25
26 at: _____ (address) _____ (city) _____ (state).
27
28 Electronic Signature: _____ First Name _____ Last Name _____ Title Confidential
29
30
31
32

Start T114 T214N T214i T314 T414F T414P T514 T614 F114 F214 F314 F614 Formulas_Cust Codes_Cust Chem_Cust ...

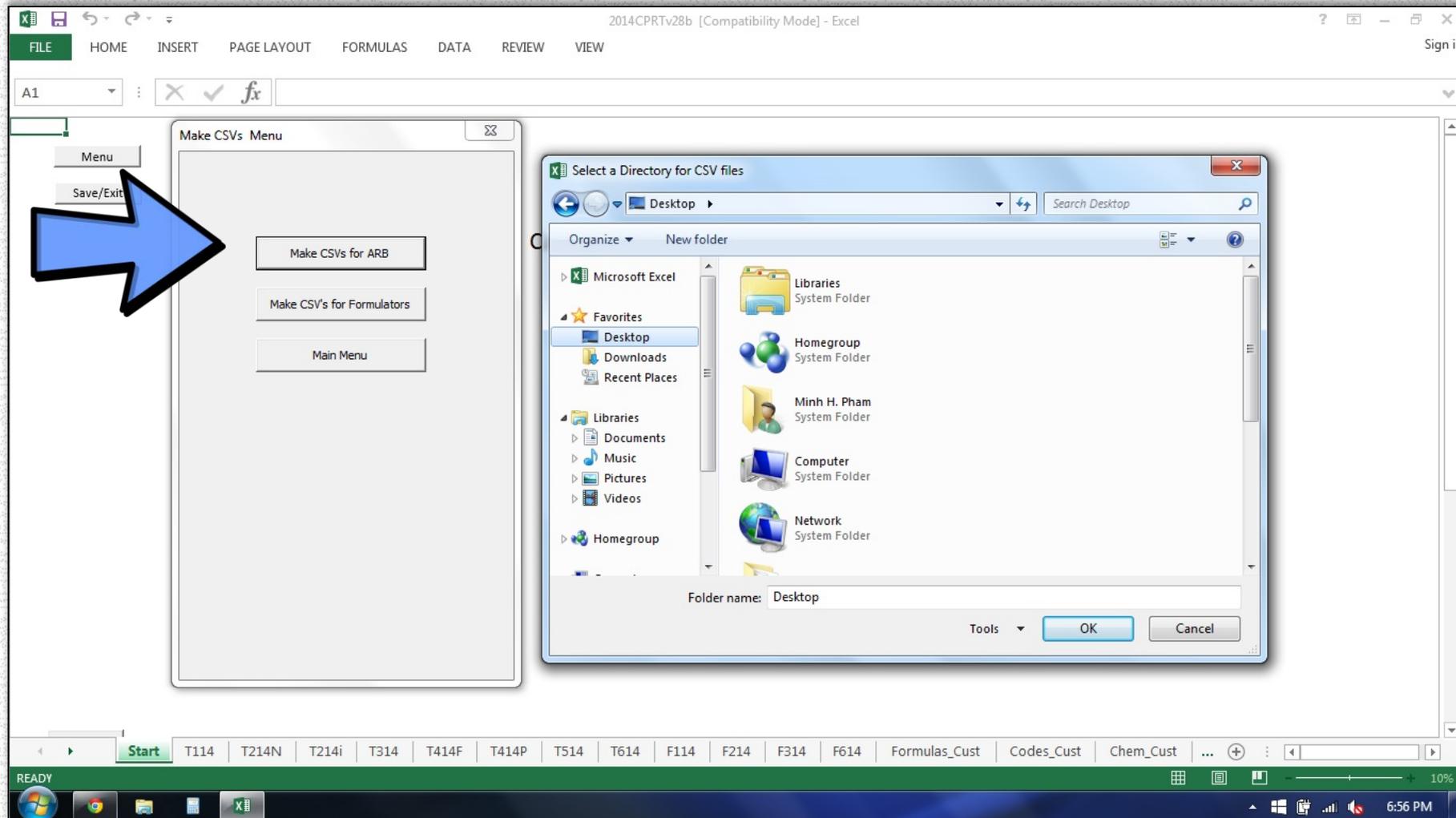
READY

5:42 PM

2014 Reporting Tool – Checks



2014 Reporting Tool – Making .CSV Files



2014 Reporting Tool - Spreadsheets

Caution:
Please Refer
to the written
instructions if
you choose to
input your
data directly
into the tables.

2014CPRTv28b [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

AG9

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q |
|----|----|------|--------|-----------------------|-----------------------|----------|-----------|-----------------|-----|-----------------------|--------------|-------------------------|--------------------|-----------|---|---|-----|
| 1 | | | | | | | | | | | | | | | | | |
| 2 | | | menu | | | | | | | | | | | | | | |
| 3 | | | | | | | | | | | | | | | | | |
| 4 | T2 | Conf | Change | Units sold in 2014 | Units sold in 2013 | UPC 2014 | UPC 2013 | Product name | Kit | Product group name | Formula name | Who provides formula | Label file name | Multipack | | | |
| 5 | | | | | | | 111110001 | Alpha White | 1 | | awhite | SELF | awhite.pdf | 1 | | | 340 |
| 6 | | | | | | | 111110002 | Black Black | 1 | | bblack | SELF | bblack.pdf | 1 | | | 340 |
| 7 | | | | | | | 111110003 | Green Blue | 1 | | gblue | SELF | gblue.pdf | 1 | | | 340 |
| 8 | | | | | | | 111110004 | Zebra Red | 1 | | zred | SELF | zred.pdf | 1 | | | 340 |
| 9 | | | | | | | | | | | | | | | | | |
| 10 | | | | | | | | | | | | | | | | | |
| 11 | | | | | | | | | | | | | | | | | |
| 12 | | | | | | | | | | | | | | | | | |
| 13 | | | | | | | | | | | | | | | | | |
| 14 | | | | | | | | | | | | | | | | | |
| 15 | | | | | | | | | | | | | | | | | |
| 16 | | | | | | | | | | | | | | | | | |
| 17 | | | | | | | | | | | | | | | | | |
| 18 | | | | | | | | | | | | | | | | | |
| 19 | | | | | | | | | | | | | | | | | |
| 20 | | | | | | | | | | | | | | | | | |
| 21 | | | | | | | | | | | | | | | | | |
| 22 | | | | | | | | | | | | | | | | | |

Start T114 T214N T214i T314 T414F T414P T514 T614 F114 F214 F314 F614 Formulas_Cust Codes_Cust Chem_Cust ...

Cell M4 commented by Maryana Visina

85%

5:33 PM

Web Upload Portal

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0 CSV file(s) have been uploaded

No file chosen

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General Tips

- ❑ Import your “Starter” ZIP File!
 - Contact ARB (csmrprod@arb.ca.gov) if your file is not available.

- ❑ Know where your files are.
 - The Reporting Tool and “Starter” ZIP files must be downloaded and saved onto your PC. Keep them all in the same folder.
 - Submit only generated .csv files that begin with “T”.

Next Steps

- ❑ Late July / Early August: Release list of companies that reported 2013 data by product category for public review.
- ❑ September 16, 2015: Webinar to go over questions on tool and upload portal
- ❑ To register for this webinar go to:
<https://attendee.gotowebinar.com/register/119958542>
- ❑ Late September / Early October – Release VOC-weighted speciation profiles and emissions totals by product category for public review.

Contacts

- ❑ General Consumer Products Email Box:
csmrprod@arb.ca.gov
- ❑ 2014 Data Reporting Web page:
www.arb.ca.gov/consprod/regact/2014surv/2014main.htm