TRI-MEweb – CDX Dataflow | TRI Data Exchange (TDX)

1. Facility identifies the legal requirement to report one or more TRI chemicals

2. Preparer logs into TRI-MEweb and inputs the facility's chemical release data

3. The data are accepted by the TRI-MEweb server

4. The data are converted to XML format

5. XML data are stored in the CDX Node to be sent to the state's Exchange Network node

6. The data are received by the state node OR downloaded via the TDX Viewer

7. A front-end application displays the data to a state employee

= reference points where the TDX application is connected to CDX

Step-by-step instructions for joining the Toxics Release Inventory (TRI) Data Exchange (TDX) to receive TRI data via transmission to a state node

1. Contact the Toxics Release Inventory (TRI) Program and let them know you are interested.

The EPA TDX Workgroup coordinator is Shane Knipschild. He may be reached by phone at +1 (202) 566-2712 or Knipschild.Shane@epa.gov.

2. Contact your data exchange node administrator.

Find and contact your state's data exchange administrator to let them know you are interested in obtaining TRI data using the Exchange Network (http://www.exchangenetwork.net/progress/index.htm). Grants are available to enhance and fund a TRI dataflow application on your state node:

> Information on grants may be found at http://www.epa.gov/exchangenetwork/grants.
>
> Assistance building a dataflow application to your node is also available from the Exchange Network - CDX Hotline via email at nodehelpdesk@epacdx.net or by phone at +1 (888) 890-1995.

3. There are two components to receiving the TRI reports through the TDX:

a. **A TRI dataflow application for the state node (reference point 1 in the above diagram).** The TRI dataflow application has the same function in any state's node–it allows the node to "recognize" and receive the TRI submissions. It will vary by the type of node (vendor-specific like SQL or Java). This dataflow application may either be developed in-house or by a contractor. The dataflow application must be operational before a report management software application can be used to get data from your state node. Refer to Figure 1 on page 3 for additional information regarding the flow of TRI data.

b. **A report management software application (reference point 2 in the above diagram).** A report management software application will depend upon the information needs of your state. Its function is to take the TRI eXtensible Markup Language (XML) files received via the state node and transform them into a useable format.

4. Test your TRI dataflow application on your state node.

If your state decides to develop an in-house dataflow application you will need to request that EPA send you a copy of the testing instructions and test TRI Facility Identifiers (TRIFIDs). To verify that you have an operational connection

between the CDX Node, the state node, and the state user interfaces, there is a three-step testing process outlined in more detail below.

  i.   *Ping Test:* Test that confirms successful communication between CDX and the state node.

       Contact the CDX Hotline by phone at +1 (888) 890-1995 to have your node "pinged".

  ii. *Initial Capability Test:* Test that the state node will receive submitted files. The CDX Node will push a test file to the state node. The state node will respond back to the CDX Node with a Transaction ID.

  iii. *TRI-MEweb Submission Test:* User requests that the CDX Hotline send an XML test file to test receiving *TRI-MEweb* submissions.

       State must map the test XML file into their back-end system using the current TRI schema (the latest schema and an example schema instance document may be downloaded from the Exchange Network Web site).

       Using your test TRIFID, log into TRI-MEweb and submit a TRI test file (an XML file from the *TRI-MEweb* interface).

       You may also use *TRI-MEdesktop* to generate a report for the third step of this process. You may use the TRI TDX Form Tracker spreadsheet (may be downloaded from the TDX Web site) to check on the test submissions. The TDX Form Tracker allows you to create a list of the facilities and forms you have received directly from copies of the XML files you may obtain via the node.

5. Getting data from your state node requires a report management software application.

Once you have successfully tested the TRI dataflow application on your state node, you may determine which report management software application to use. It may be as simple as an Excel spreadsheet that can give you a log of the reports you've received or it may be much more robust. You may be able to use an application developed by another state or purchase a commercially-available TRI software application. TRIDex, for example, is a commercially-available application developed by Windsor Solutions that is used by several states.

6. Get the Memorandum of Agreement (MOA) signed.

Download the MOA template at http://www.exchangenetwork.net/exchanges/cross/tri.htm. The MOA allows the submission you receive via the Exchange Network to fulfill a facility's legal responsibility to report to the state under TRI regulations and allows EPA to send you electronic versions of paper and diskette submissions. Your state will no longer have to store paper or disk TRI reports, saving resources and costs as a TDX community member.

The signed MOA is sent to:

> Dipti Singh
> Branch Chief, TRI Program
> US EPA Mail Drop 2844T
> 1200 Pennsylvania Ave NW
> Washington, DC 20460

7. Contact EPA to be added to the TDX:

Once you have successfully completed testing and have a signed a MOA, contact Shane Knipschild and request to be officially added to the TRI Data Exchange. Upon EPA's approval of your MOA, you will have officially joined the TDX community.

8. Load new reporting schemas every year.

Upon activation of your TDX services to your state node, you may continue the development and testing of your report management application. Applications and dataflows may need to be updated each year as TRI forms and schema are changed to address any new changes to the TRI EPCRA Section 313 reporting requirements.

Step-by-step instructions for joining the Toxics Release Inventory (TRI) Data Exchange (TDX) to download TRI data via the TDX Viewer

The TDX Viewer is a free Web application accessible through the Central Data Exchange (CDX) and the Internet and is the preferred method for the management of TRI submissions to states via the CDX Node. Although the TDX Viewer application enables users to view the status of transactions of TRI data from CDX to state nodes that are participating in the TRI Data Exchange network, the TDX Viewer contains transactions for all states–not just those that have a participating Exchange Network Node.

1. Follow steps 6 and 7 above to become a member of the TDX.

Once you have joined the TDX community, your state's technical representative will have access to the TDX Viewer. You are not required to have a state node participating in the TDX to gain access to the TDX Viewer. Refer to Figure 1 below for additional information regarding the flow of TRI data.

2. Download TRI data via the TDX Viewer

Your technical representative may search for and download TRI data (in XML format) using the TDX Viewer. Access to the TDX Viewer can be obtained via cdx.epa.gov.

Figure 1 Flow of TRI Data