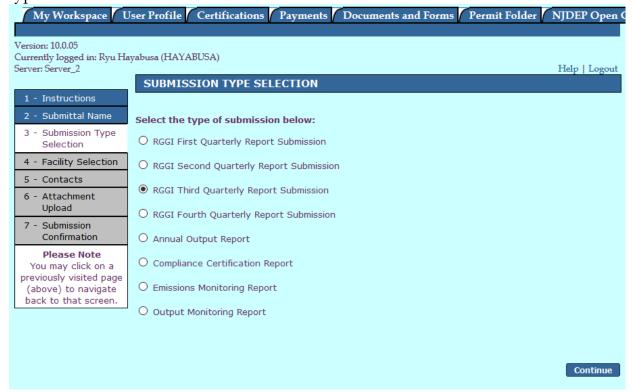
Using the RGGI report submittal service in NJDEP Online

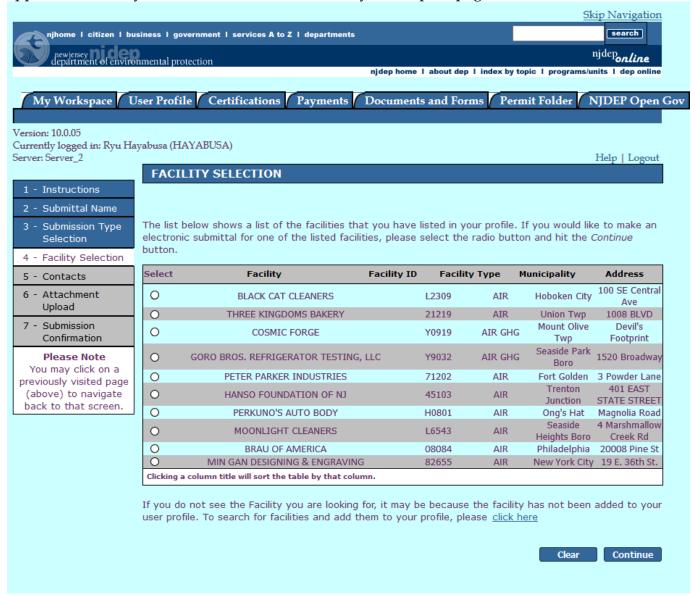
- 1. Log in to DEP Online. (If you do not have account, go to https://njdeponline.com for information about how to create one.)
- 2. In the Service Selection screen under "Air Program," choose "RGGI Submittals." If this is your first time using the system, you will probably need to add it first. Click the "Configure Services" button and follow the prompts to add it.



3. After the Instructions page, and a screen where you enter a name for your submittal, there is a page on which you will choose what type of report you are submitting: Choose the appropriate type and select "Continue."



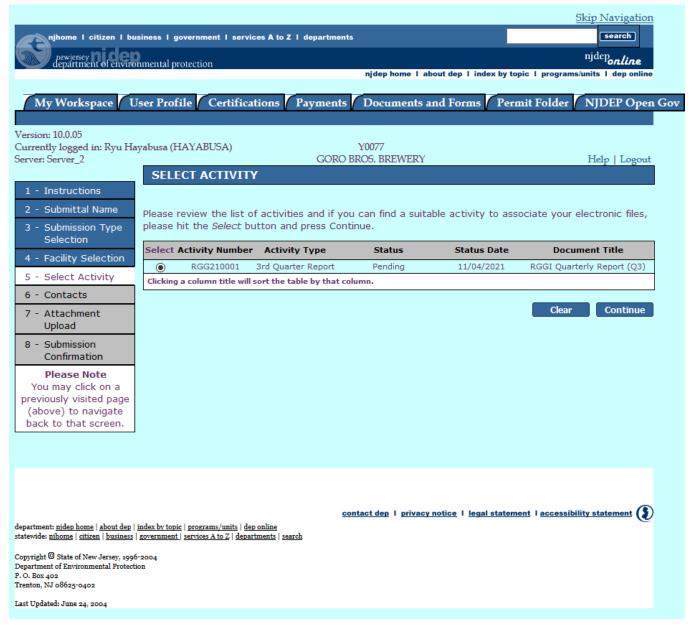
4. On the next page, choose the facility for which you are submitting the report. If it does not appear in the list, you will have to return to the My Workspace page and add it.



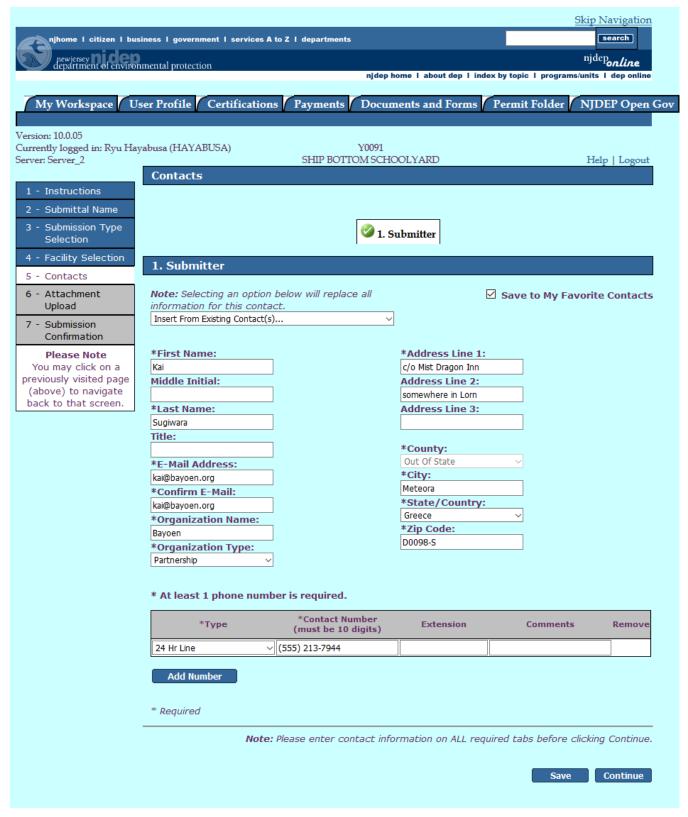
5. The "Select Activity" screen should appear next.

IMPORTANT: If the "Select Activity" screen depicted below does not appear after you select the facility and click on the "Continue" button, but you are instead taken immediately to the Contacts screen, PLEASE DO NOT CONTINUE with the submittal; instead, send an e-mail to NJRGGI_Submittals@dep.nj.gov with the name of your facility, Facility ID, and type of report you were trying to submit. We will respond with information on how to proceed.

On the "Select Activity" screen that appears, there should be a table from which you will select the Activity into which your report will be migrated. Except in some very rare situations, there should only be one choice on this screen. Please select the radio button next to the item and click on the "Continue" button to proceed.



6. Add contact information. You can use the drop-down to insert information from your User Profile or any Favorite Contacts you may have saved previously. (To save this information for use in later submittals, click on the checkbox next to "Save to My Favorite Contacts" before continuing to the next page.



7. The Attachment Upload page is where you will upload the report. On this page, **please do not change the default selections under "Document Type" and "Sub-Doc Type."**If you do, the information in your submittal may be invalid and you may be required to resubmit. To upload the file, click on the "Browse..." button under the "Upload File Name" heading and navigate to the file. After a short moment, a green checkmark should appear in the "Status" column, after which you can click on the "Continue" button to proceed. If you need to

remove the file you just uploaded and replace it with a different one, click on the "X" button in the "Remove" column, and you can upload a new one after the file is removed.



8. The only step left is to certify the submittal, after which you will be presented with a summary of the information that you submitted. You should receive an automated confirmation e-mail from the Department when your submittal has been received; if you do not receive this message, please check the status of the service on your My Workspace page, and contact us with any questions at: NJRGGI_Submittals@dep.nj.gov.

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department of chiving	njdep home I about dep I index by topic		•
My Workspace U	Jser Profile Certifications Payments Documents and Forms Permi	t Folder NJDEP Oper	n Go
Version: 10.0.05 Currently logged in: Ryu Ha	avalusa (HAYABUSA) Y0077		
Server: Server_2	GORO BROS. BREWERY	Help Logout	c c
	SERVICE CERTIFICATION		
1 - Instructions 2 - Submittal Name	Please note that your Certification PIN and your Password are two different thing	js. It is possible that you	
3 - Submission Type	have made your Certification PIN and your Password identical values. If you have Certification PIN is, click on the "Forgot Certification PIN" button below and you o	,	
Selection	one.		
4 - Facility Selection	WARNING: After clicking "Certify" a Summary page will appear. To ensure a succe		r
5 - Select Activity	the Summary page to appear, then scroll to the bottom and click "Return" before clicking on any tabs.	exiting the browser or	
6 - Contacts			
7 - Attachment Upload	Certification by Access Type: General		
8 - Certification	Service ID Submittal Type	Creation Date View	,
9 - Submission Confirmation	872224 Air Program - RGGI Submittals - RGGI Third Quarterly Report Submission	04/20/2022	
Please Note			_
You may click on a	"I certify under penalty of law that I believe the information provided in this docu and complete. I am aware that there are significant civil and criminal penalties, in		
previously visited page (above) to navigate	fine or imprisonment or both, for submitting false, inaccurate or incomplete inform	nation."	
back to that screen.	Name of Certifying Ryu Hayabusa Party:		
	User ID of Certifying HAYABUSA Party:		
	Challenge /Decrease Occasion		
	Challenge/Response Question		
	Prior to certifying your submission, you must answer the following Question corre	ctly:	
	*What is your all time favorite sports team?	Not Case Sensitive)	
	*What is your all-time favorite sports team? Submit Cancel Forgot Challenge Q/A	NOL Case Sensitive)	
	Certification PIN		
			_
	*Certification PIN: (Case-Sensitive)		
	* Required Forgot Certification PIN Send No.	otifications Cancel)
	Certification of your PIN constitutes an electronic signature of this submittal in a aforementioned statement.	ccordance with the	
department: njdep home about den	contact dep 1 privacy notice 1 legal statement index by topic programs/units dep online	I <u>accessibility statement</u>)
	government services A to Z departments search		
Copyright © State of New Jersey, 1990 Department of Environmental Protect			
P. O. Box 402 Trenton, NJ 08625-0402			

Last Updated: June 24, 2004

My Workspace User Profile Certifications Payments Documents and Forms Permit Folder NJDEP Open Gov

Version: 10.0.05

Currently logged in: Ryu Hayabusa (HAYABUSA)

Y0077 GORO BROS. BREWERY

Help | Logout

FACILITY SUBMITTAL SUMMARY

Printer Friendly Version

Service Specific Information

Service ID: 872224 Application Name: -R-G-G-I-

Comments:

Type of Submission: RGGI Third Quarterly Report Submission

Facility Profile

Facility ID:

Facility Name: GORO BROS. BREWERY

Atlantic County:

Facility Location: Ong 536 362 Magnolia Road

Galloway Twp, NJ 088088808

Mailing Address:

Ong 536 362 Magnolia Road

Galloway Twp, NJ 088088808

Coordinates Grid:

X-Coord Y-Coord		Coordinate System
777781.35	333365.76	NJ State Plane (NAD83) - USFEET

Contacts

Name: Kai Sugiwara Title: Contact Type: Submitter Organization Name: Bayoen Organization Type: Partnership

kai@bayoen.org E-Mail:

(555) 213-7944 or Ask for Jim. x803314 (24 Hr Line) Phone:

Contact Address: co Mist Dragon Inn

somewhere in Lorn Meteora, Greece 999999999

Activities

	Activity Number	Activity Type	Status	Status Date	Document Title
Г	RGG210001	3rd Quarter Report	Pending	11/04/2021	RGGI Quarterly Report (Q3)

Attachment Specific Information

Attachment Name	File Name	Document Type	Sub Doc Type	Document Date
Third Ouarterly Report Submission	20210621a.pdf	Report	RGGI Ouarterly Report	04/20/2022

Certification

Certifier: Ryu Hayabusa Certifier ID: HAYABUSA

Challenge/Response Question: What is your all-time favorite sports team?

Challenge/Response Answer:

Certification PIN:

Date/Time of Certification: 04/20/2022 16:09

"I certify under penalty of law that I believe the information provided in this document is true, accurate, and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information."

04/20/2022 Ryu Hayabusa General Date