#### UNIFIED PROGRAM ELECTRONIC REPORTING SURCHARGE

### What is electronic reporting?

In 2008 a new law took effect that will require all regulated businesses and all regulated local government agencies, called Unified Program Agencies (UPA), to use the Internet to file require Unified Program information now filed by paper forms. This includes facility data regarding hazardous material regulatory activities, chemical inventories, underground and aboveground storage tanks, and hazardous waste generation. It also includes UPA data such as inspections and enforcement actions.

## When do businesses have to file electronically?

All regulated businesses and Unified Program Agencies in the State of California must use the Internet to file by January 1, 2013. The earliest electronic filers will start using the statewide system, called the California Environmental Reporting System (CERS) in September of 2009. Based on when your UPA is able to receive the data from the state system, they will determine when electronic reporting is mandatory locally and paper-filing is no longer an option. After CERS is available, businesses may voluntarily use it to enter and store their filing information, but may still have to print paper forms from CERS to file with their UPAs. If you have not been contacted by your local UPA with information regarding the use of CERS, it is highly recommended that businesses contact their local UPA for additional information.

# What is the electronic reporting surcharge and how much is it?

All regulated businesses now pay a minimum state surcharge fee of \$24 to their UPA. To pay for the costs of implementing electronic reporting statewide, the legislature is temporarily increasing the minimum surcharge by \$25 per year for three years. The additional money will be used for system development, outreach & training, and technical support for UPAs to be able to accept the information electronically. This means that the amount of your minimum state surcharge will increase from \$24 per year to \$49 per year. Your CUPA will add this electronic reporting surcharge to your next three annual billing statements. You will continue to pay the state surcharge to your UPA, in addition to your local UPA fees.

## How will electronic reporting help businesses?

Statewide electronic reporting through the Internet will allow:

- Regulated businesses will be able to easily maintain and update their regulatory information.
- Environmental consultants will be able to electronically file for businesses.
- Multi-jurisdictional businesses will be able to file in one place through CERS.
- Businesses will save time by not processing and reentering data already in CERS.
- Businesses can save space storing paper because it is in an accessible electronic file.
- Response agencies can access the information at any time, saving businesses from duplicate filing requirements.

## How does a business get started?

First, talk to your local UPA. They will have more information about local timing and requirements. The UPAs will also be providing information through their local business outreach programs as electronic reporting is implemented around the state. Detailed help pages, wizards and an online tutorial are also being built into CERS in early 2010. Finally, information on electronic reporting requirements is being developed by CalEPA and will be posted on the Electronic Reporting web page at <a href="www.calepa.ca.gov/CUPA">www.calepa.ca.gov/CUPA</a>. You should check your local UPA web site and this one for additional information.

The information in this flyer is available in the following languages on the CalEPA website: Spanish, Arabic, Hindi, Urdu, Farsi, Russian, Chinese, Korean, Tagalog, Thai, and Laotian.