



### **E-filing System Launching in September 2011**

As previously noted, the Interstate Mercury Education and Reduction Clearinghouse (IMERC) will be launching an online e-filing system for the reporting of mercury-added product information. The e-filing system replaces the paper Mercury-added Product Notification Forms used during prior reporting periods and will enable companies to comply with the Mercury-added Product Notification requirements of Connecticut, Louisiana, Maine, Massachusetts, New Hampshire, New York, Rhode Island, and Vermont. For more information about IMERC or the states' Notification requirements, visit: <http://www.newmoa.org/prevention/mercury/imerc.cfm>

**The IMERC e-filing system is scheduled to launch in September 2011.** In approximately three weeks, IMERC will send another *IMERC Alert* to notify all filers of the specific launch date and the new deadline for reporting the 2010 Triennial product information. The *Alert* will also include notice of a series of webinars that IMERC will hold to introduce the system and walk through the process of submitting a notification.

### **Preparation for 2010 Triennial Reporting**

As stated in an earlier *IMERC Alert*, IMERC recommends that companies take the following steps to help make the transition to online reporting.

Confirm company contact. When the new e-filing system launches, the current company contact listed in the IMERC database will be asked to register for the system. If the current contact is no longer responsible for IMERC reporting, this may lead to delays in filing your 2010 Triennial submission. Please contact Adam Wienert, IMERC Coordinator at [awienert@newmoa.org](mailto:awienert@newmoa.org) to confirm your company's contact. Due to privacy concerns, this information is not available online – you must contact IMERC directly.

Review previous submission. In order to reduce the data entry necessary to complete the 2010 Triennial submission, a company's online submission will pre-populate with the products last reported to IMERC. To review your company's last submission, visit the IMERC Mercury-added Products Database at: <http://www.newmoa.org/prevention/mercury/imerc/Notification/browsecompany.cfm> and locate your company's name. For most companies, the information listed in the "2007 Triennial Filing" will be the information that pre-populates your 2010 report.

NOTE: The data listed in the database may not directly match with the information provided in your previous paper Notification Form. In some instances, IMERC staff has changed product names or grouped products together in order to retain consistency across the entire universe of products entered into the Mercury-added Products Database.

Complete collecting product data. IMERC encourages companies to finish collecting the data necessary to complete their 2010 Triennial submission. Because product information collected in the e-filing system will be the same as previous reporting periods, the paper IMERC Notification Forms can serve as a template to gather the necessary data and are available at:

<http://www.newmoa.org/prevention/mercury/imerc/notificationforms.cfm>. If you would like a copy of your company's last approved submission, please contact Adam Wienert, IMERC Coordinator at [awienert@newmoa.org](mailto:awienert@newmoa.org).