Updates on MOECC's Modernization of Approvals: EASRs and ECAs
June 2016

Principles for Modernization

- Electronic service delivery model is at the centre of approvals transformation and focuses on:
  - Improving the customer experience
  - Increasing transparency
  - Streamlining processes
  - Consolidating like functions
  - Removing barriers to innovation and economic competitiveness
  - Recognizing that the tools we had in place were insufficient to meet our own aspirations for environmental protection
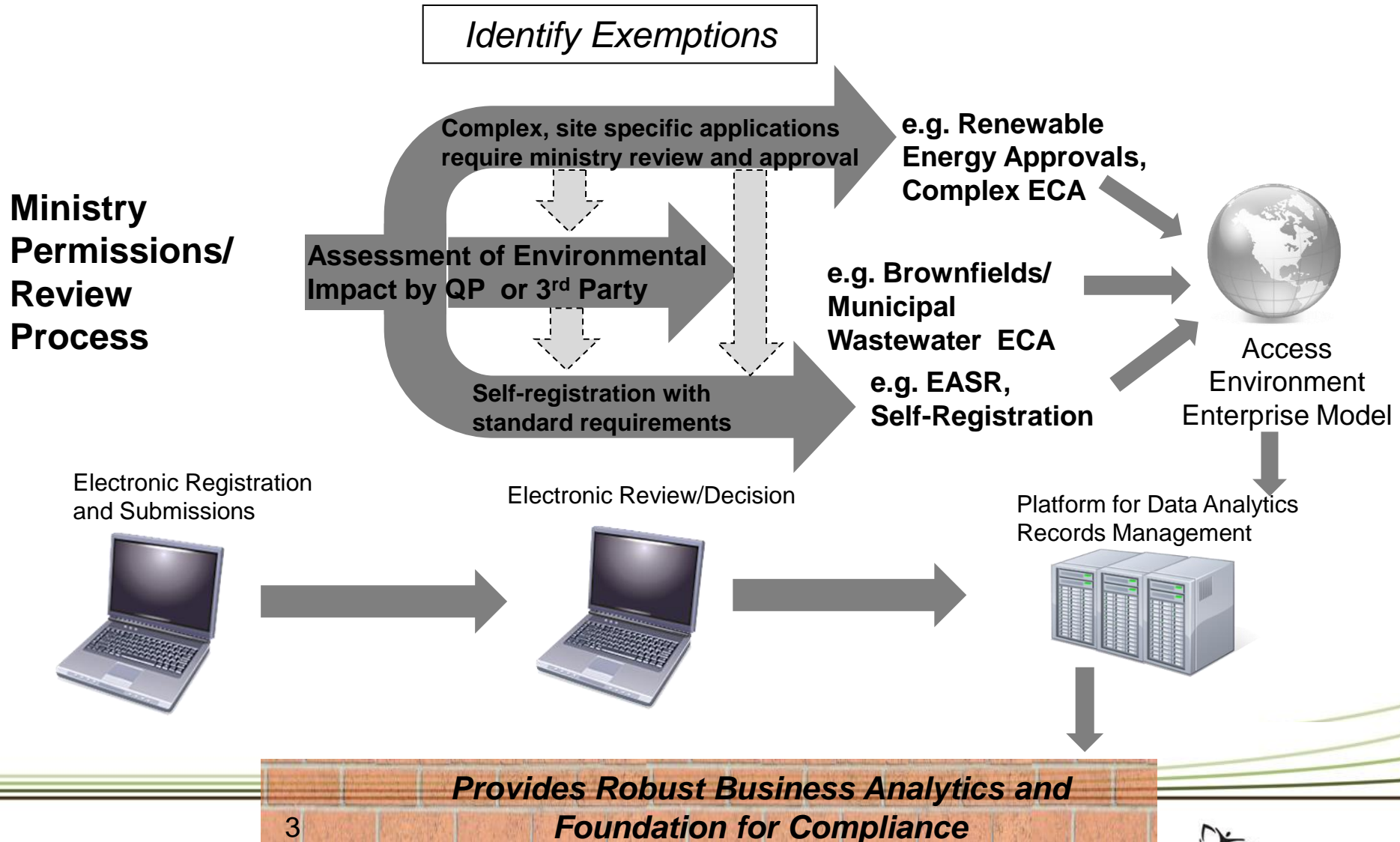
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Environmental
Approvals
Protecting the environment

- ✔ easier
- ✔ online
- ✔ flexible
- ✔ accessible
- ✔ efficient

www.ontario.ca/environmentalapprovals

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Further Evolution of Modernized Approvals & Compliance

Identify Exemptions

Ministry Permissions/ Review Process

Complex, site specific applications require ministry review and approval

e.g. Renewable Energy Approvals, Complex ECA

Assessment of Environmental Impact by QP or 3rd Party

e.g. Brownfields/ Municipal Wastewater ECA

Self-registration with standard requirements

e.g. EASR, Self-Registration

Access Environment Enterprise Model

Electronic Registration and Submissions

Electronic Review/Decision

Platform for Data Analytics Records Management

Provides Robust Business Analytics and Foundation for Compliance

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Environmental Activity and Sector (EASR) Overview

- The EASR is a simplified online self-registration process intended for activities that are routine, well understood and have minimal environmental impacts. Benefits of the registry to date:
  - Over 4,400 registrations through the Registry has resulted in businesses saving approximately $34.4M*.
  - Businesses using the Registry are saving on average up to $25,000 per registration and in some cases the savings are closer to $100K.
  - Self-registration on the EASR has significant time and costs savings versus obtaining a ministry environmental compliance approval (ECA), for both the applicant and the ministry.

- Activities eligible for the EASR include automotive refinishing facility, commercial printing facility, heating systems, non-hazardous waste transportation systems, small ground-mounted solar facilities, standby power systems, end-of-life vehicles, and construction related water-taking activities

- EASR projects currently under development include production processes requiring Air and Noise Approvals (e.g. General Manufacturing Sector), Distribution and Transmission Stations, and Municipal Recycling

*As of April 2016

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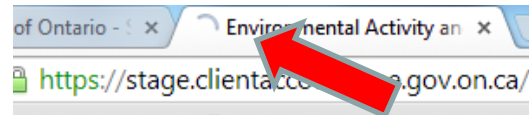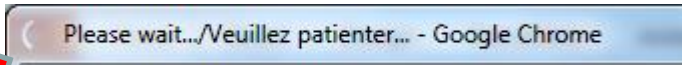# How to obtain an EASR?

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Steps to Obtaining an EASR
Using the Online Process

There are three key steps to register an Environmental Activity and Sector Registry (EASR):
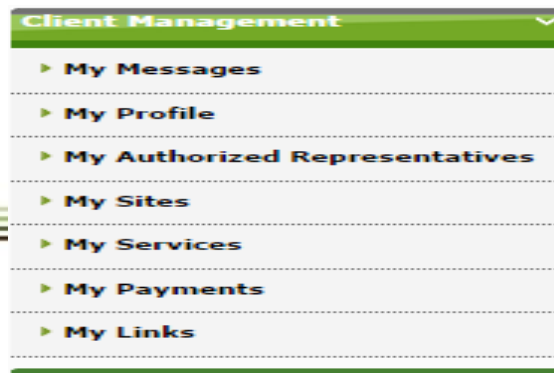
1. Create a Service Ontario ONe-Key Account

2. Create and use a Ministry of the Environment and Climate Change Client Account (CAMS)

3. Register an EASR

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Please Be Patient!

- Use Chrome as your browser; turn off pop-up blocker located in upper left corner

- Don't go click wild! In Google Chrome, a 'wheel' in the corner will usually spin to show that the application is working

Please wait.../Veuillez patienter... - Google Chrome

of Ontario - ‌ ×   Environmental Activity an ×

https://stage.clientacco...e.gov.on.ca/E

- Some boxes, such as **Municipality,** will pre-populate if you type in a few applicable letters and wait 5-10 seconds

- System times out due to inactivity after 15 minutes…just log back in and most information should be saved

- Orient yourself by navigating around the system using the dashboard

Client Management
- ► My Messages
- ► My Profile
- ► My Authorized Representatives
- ► My Sites
- ► My Services
- ► My Payments
- ► My Links

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Step 1. Create a ONe-Key Account Registering Your Account

Choose an **ID, Password**, and fill out the **Password Recovery Info**, Click on **Confirm** and Continue

NOTE: Be sure to keep a record of your ONe-Key ID and Password for your records in a safe place. ID and password are case-sensitive and need to be entered exactly as they were originally.

Step 2. Create a MOECC Client Account (CAMS)

Ministry of the Environment and Climate Change Tools

You do not have access to view the Ministry of the Environment and Climate Change Account. If you need to create an acco
start by answering the questions below.

Are you a client or a representative who will be doing work on behalf of a client?

◉ Client   ○ Representative   **Client Account Creation**

- Select **Client** to begin the initial MOECC client account setup
- Fields will appear to enter business information
- Create a **MOECC account password**

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Accessing the MOECC Client Account

Ministry of the Environment and Climate Change Tools

Business Details

| Accountable person | MOECC primary contact |
| Eugenia Chalambalacis | Eugenia Chalambalacis |

Physical Address
1325 Pharmacy Avenue (AVE) Toronto ONTARIO M1R 2J1

Mailing address
1325 Pharmacy Avenue (AVE) Toronto ONTARIO M1R 2J1 CANADA

Access MOECC Client Account Management system

Click to access the MOECC account

Client Management
- My Messages
- My Profile
- My Authorized Representatives
- My Sites
- My Services
- My Payments
- My Links

- Accessing **the MOECC Client Account Management System** (CAMS) allows account management and completion of tasks to register an EASR.
- For example:
  - **My Profile** provides the ability to view or edit your information.
  - **My Authorized Representatives** lists or facilitates the adding of Representatives

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Choose a Ministry Service

To view, modify delete existing draft EASRs and create a new EASRs:

1. Click on **My Services**
2. Select the service (i.e. **EASR APPLICATION**)
3. Click **Submit.**

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Create an EASR

- Choose the service action from drop down menu: **Create EASR** for activity or **Create EASR 20.18 Removal Request** once the activity is no longer needed

- Services Table: List of registered EASRs that have been submitted and paid for

- Service Applications: Draft EASRs

Confirmation of EASR Eligibility for Activity

In Part 3, you confirm your **Activity Information**

Answer questions to confirm that activity meets EASR registration requirements

As you answer each question, system will either:
1. Provide you with the next question; or
2. Show a pop-up with next steps.

If taking from an applicable pond, lake or stream, click 📍 to find information about that water body.

Environmental Activity and Sector Registry | Registration of Activities Related to Water Taking - Road Construction

Part 3 — Activity Information

3.1 Registration Information

#	Question		
1.	Will you be taking water for the construction, maintenance or repair of a public roadway?	● Yes	○ No
2.	Does the road construction, maintenance or repair that is associated with the taking form part of an undertaking to which the *Environmental Assessment Act* applies?	● Yes	○ No
2.1	Is one of the following conditions met? - Approval has been given under Part II of the *Environmental Assessment Act* to proceed with the undertaking; OR - The Environment Assessment (EA) has been completed in accordance with the Class EA for Provincial Transportation Facilities	● Yes	○ No
3.	Will you be transferring the water to a different Great Lake's water basin?	○ Yes	● No
4.	Will you be taking more than 50,000 litres per day on any day?	● Yes	○ No
5.	Will the taking be only used for any of the following activities? - Hydrodemolition. - Cleaning of the highway, including the cleaning and flushing of culverts. - Seeding, mulching, sodding or landscaping. - Dust suppression. - Compaction of earth and granular materials. - On-site preparation of materials to be used in the construction, maintenance or repair of the highway.	● Yes	○ No
6.	Does the taking meet the following criteria based on the type of water body? - If the water body is a lake, the surface area of the lake is greater than 10 hectares. - If the water body is a pond, the pond is not connected to another water body that is a creek, stream or river. - If the water body is a permanent stream, the stream order is third order or greater.	● Yes	○ No
6.1	Is the taking from a lake(s)?	● Yes	○ No

Please identify the name of the lake(s) and provide the respective geo-location in UTM Coordinates.

Lake Name	UTM Zone	UTM East (M)	UTM North (M)	
📍				

Next Question >>

Cancel

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Verification & Certification of EASR

Part 5 – Verification of Information

Each field marked by an asterisk (*) must be completed.

5.1 Person Certifying Information

The person certifying that information being filed for this registration is complete and accurate must be one of those listed below.
Please indicate which option applies to this registration.

a) For individuals engaging in activities related to the End-of-Life Vehicle Waste Disposal Sites.
I am the person that is engaging in activities related to the End-of-Life Vehicle Waste Disposal Sites.

b) For corporations engaging in activities related to the End-of-Life Vehicle Waste Disposal Sites.
I am an officer or director of a person who has authority to bind the corporation that is engaging in activities related to the End-of-Life Vehicle Waste Disposal Sites.

c) For partnerships engaging in activities related to the End-of-Life Vehicle Waste Disposal Sites,
I am an individual who is a partner in the partnership that is engaging in activities related to the End-of-Life Vehicle Waste Disposal Sites.

d) For partnerships engaging in activities related to the End-of-Life Vehicle Waste Disposal Sites,
I am an officer or director of a person who has authority to bind the corporation that is a partner in the partnership that is engaging in activities related to the End-of-Life Vehicle Waste Disposal Sites.

5.2 Certification

☑ **I, the undersigned hereby declare that the information provided in this Registration is complete and accurate, and I am aware that it is an offence under s 184(2) of the *Environment Protection Act* to provide false or misleading information to the Ministry.**

Last Name	First Name
Vive	Aaran

Company Name *
Aaran Enterprise

Title *	Date(yyyy/mm/dd)
Business Analyst	2016/03/02

Cancel   Save and Continue

The Business Accountable Person (through their own ONe-Key account) completes Part 5 to legally bind the company. They are required to:
1. Read and select the option that best represents their situation
2. Read the **Certification** paragraph and certify that the information is complete and accurate
3. Enter in their **Job Title**
4. Clicks **Save and Continue**

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Paying Now

This process can be slow…be patient!

Pay Now?
1. Choose a credit card or Interac
2. Click **Make Payment**.
3. Enter credit card information into the Desjardins site.
4. Click **Pay Now**.

Electronic Environmental Compliance Approval System (eECAS)

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Choose a Ministry Service

To view, modify delete existing draft EASRs and create a new EASRs:

1. Click on **My Services**
2. Select the service (i.e. **ECA APPLICATION**)
3. Click **Submit.**

Online ECA Application:
Applicant Information

Create ECA Application

Download as PDF

| General Information | ☑ 1 Applicant Information | ✔ 2 Application Details | ✔ 3 Project Information | ✔ 4 Site Information |

| ✔ 5 Related Approvals Information | ✔ 6 Regulatory Requirements | ✔ 7 Facility Information | ✔ 8 Financial Assurance |

| ✔ 9 Supporting Documents | ✔ 10 Applicant Certification | Application Summary | Requests |

1 Applicant Information

Print

1.1 Applicant Identification ❓

Applicant Name (legal name of individual or organization as evidenced by legal documents)	John Doe
Business Name	ACME Inc.
Applicant Type	NonSBN
Business Number	
Previous Legal Name	
Previous Owner	

1.2 Applicant Physical Address ❓

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Online ECA Application:
Application Details

Create ECA Application

Download as PDF

General Information	✔ 1 Applicant Information	☑ 2 Application Details	✔ 3 Project Information	✔ 4 Site Information
✔ 5 Related Approvals Information	✔ 6 Regulatory Requirements	✔ 7 Facility Information	✔ 8 Financial Assurance
✔ 9 Supporting Documents	✔ 10 Applicant Certification	Application Summary	Requests

2 Application Details

Print

Each field marked by an asterisk (*) must be completed.

2.1 Application Type* ❓

○ New ECA

○ Revocation of existing ECA

○ Review of an ECA (EPA s20.4)

○ FA Re-evaluation Only

○ Amendment to existing ECA

◉ Consolidation of existing ECAs

○ Administrative Amendment to existing ECA

○ Application for limited operational flexibility or renewal

○ Name/Business Address/Ownership Change

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Online ECA Application:
Support Documents

Create ECA Application

Download as PDF

| General Information | ✔ 1 Applicant Information | ✔ 2 Application Details | ✔ 3 Project Information | ✔ 4 Site Information |

| ✔ 5 Related Approvals Information | ✔ 6 Regulatory Requirements | ✔ 7 Facility Information | ✔ 8 Financial Assurance |

| ✔ 9 Supporting Documents | ✔ 10 Applicant Certification | Application Summary | Requests |

9 Supporting Documents

Print

Each field marked by an asterisk (*) must be completed.

Based on the information you provided, you are required to submit the following supporting documents:

General ❓

Detailed project and process description

Required by O. Reg. 255/11?* ◉ Yes ○ No

Attached File: 02_ACME Othertown ECA Cover.pdf **Remove**

Uploader: John Doe

Upload Date: Mon Nov 10 15:13:03 EST 2014

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Online ECA Application:
Application Summary

Create ECA Application

Download as PDF

General Information	✔ 1 Applicant Information	✔ 2 Application Details	✔ 3 Project Information	✔ 4 Site Information
✔ 5 Related Approvals Information	✔ 6 Regulatory Requirements	✔ 7 Facility Information		✔ 8 Financial Assurance
✔ 9 Supporting Documents	✔ 10 Applicant Certification	Application Summary	Requests	

Application Summary

Page Help   Print

Section	Completed
1 Applicant Information	✔ Yes
2 Application Details	✔ Yes
3 Project Information	✔ Yes
4 Site Information	✔ Yes
5 Related Approvals Information	✔ Yes
6 Regulatory Requirements	✔ Yes
7 Facility Information	✔ Yes
8 Financial Assurance	✔ Yes
9 Supporting Documents	✔ Yes
10 Applicant Certification	✔ Yes

Fee Type ❓	Fee Amount
Administrative Processing	$200.00
Review of EPA s. 9 activities	$1,600.00
Review of EPA s. 27 activities	$0.00
Review of OWRA s. 53 activities	$2,900.00
Total fee	$4,700.00

The Ministry may request additional fees upon review of this application.

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Program Modernization and Graduated Launch of Electronic Environmental Compliance Approvals (eECAS)

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eECAS Deployment

- The eECAS technology system is currently in it's graduated launch phase where selected clients are submitting applications and supporting documents electronically and ministry staff are screening and reviewing applications electronically

Circular diagram with "eECAS Launch" in the center surrounded by:
- Staff Engagement
- eAmbassador Program
- IT Releases
- Staff Training Program
- Client Engagement
- Modernized Help Desk
- Graduated Launch
- Updated ECA Guide
- New ACMEs On Line Tutorials

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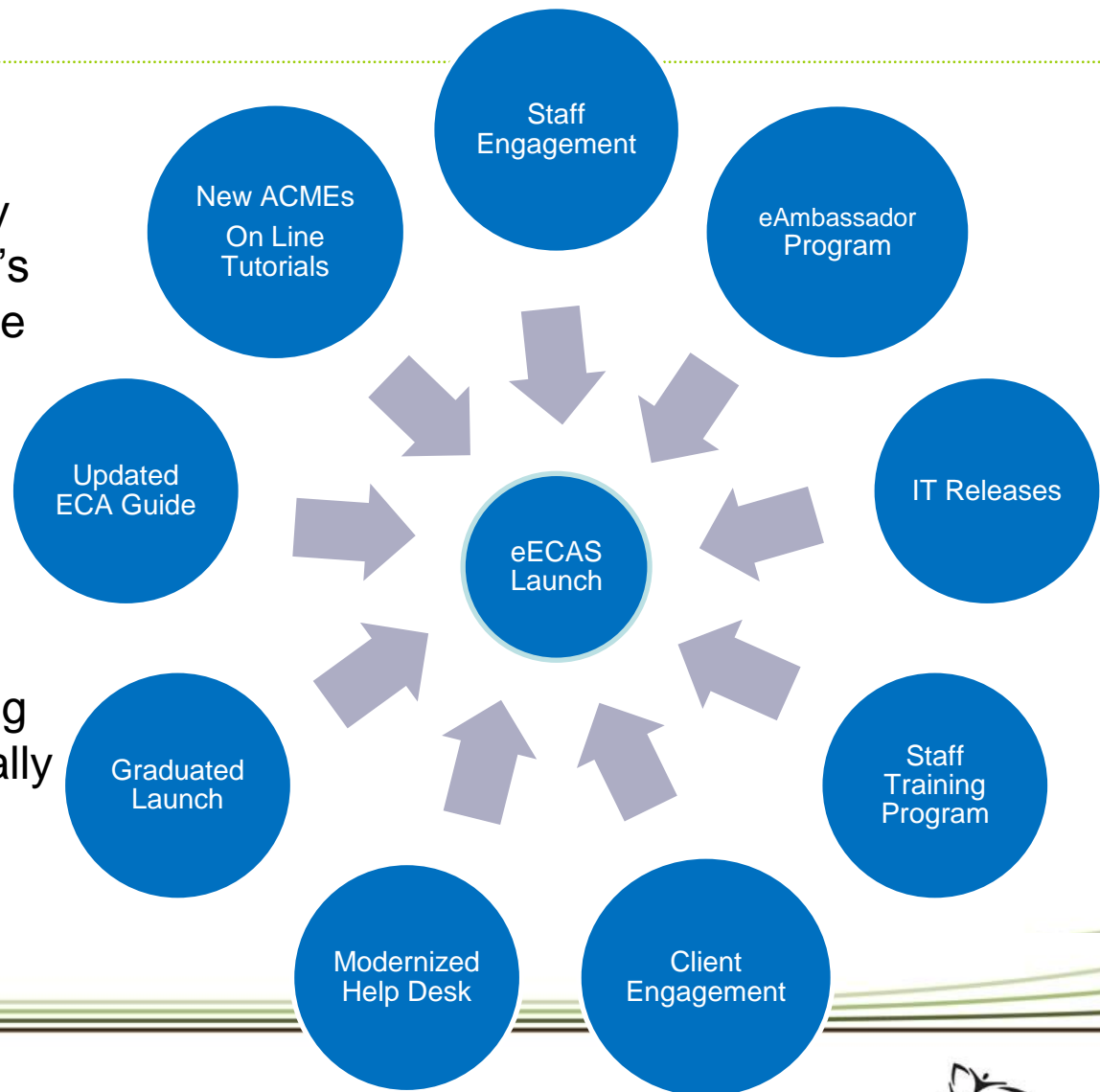
Graduated Launch – Purpose

Limited, graduated access to eECAS by clients/consultants, provides opportunity to:

- Gain experience with real applications after completing hands on role specific training

- Ensure business information and processes are in place to support external and internal clients

- Make necessary adjustments prior to full launch to ensure success

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Capacity Building

- The ministry is working on a number of outreach pieces for external and internal stakeholders to support the electronic service delivery of ECA applications in the new eECAS system:
  - o **Redesigning ECA guidance** to include online ECA application requirements
  - o **Partnering with associations on outreach**; for example, associations have included a ministry article in their publications on eECAS
  - o **Establishing the eAmbassadors program** to support internal engagement and promote the change to electronic service delivery of ECAs using the eECAS system
  - o **Developing eLearning modules on eECAS** system for all MOECC staff who will be using the system to search or review/approve an online ECA application
  - o **Enhancing the ministry's Help Desk** through new technology, creation of a knowledge database, staff training and reducing the number of calls/emails transferred to duty officers

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Additional Support

- The ministry is available to help through account set up, EASR registration, and getting participants signed up for the eECAS graduated launch program. The ministry's general inquiry line:

  o 416-314-8001

  o toll-free 1-800-461-6290

- If you are interested in posting the modernization of approvals (MofA) article to promote eECAS or hosting an event for the ministry to demonstrate how to use ministry's Client Account Management System (CAMS) to submit an online EASR/ECA application please contact:

  Walter Yee, Manager, Program Implementation Unit
  Modernization of Approvals
  T: (416) 325-7561
  E: Walter.Yee@ontario.ca

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