RULE 2305 – WAREHOUSE INDIRECT SOURCE RULE

WAIRE Program Online Portal (WAIRE POP) for Submitting Early Annual WAIRE Report (AWR)

WAIRE Compliance Training Video 6
South Coast Air Quality Management District

*The training videos are meant to provide warehouse operators and owners with further guidance on complying with Rule 2305 and Rule 316. In any instance where an interpretation of requirements in this training video conflicts with the rules, the rule language takes precedence.
What is the WAIRE Program Online Portal (WAIRE POP)?

- WAIRE POP – the online portal for submission of all WAIRE reports and fees
  - Reporting obligations under Rule 2305 – WAIRE Program
    - Warehouse Operations Notification (WON)
    - Initial Site Information Report (ISIR)
    - Annual WAIRE Report (AWR)
- Early AWR for any actions/investments taken from May 7, 2021 through December 31, 2021 must be submitted no later than January 31, 2022
WAIRE POP: Sign In

Accessible from the WAIRE Program Website: www.aqmd.gov/waire

New Users - Click “Create Account”

Returning Users - Enter your email address and password
WAIRE POP: Creating a New Account

- Fill out the information as shown and click “Sign up”
- You will receive a confirmation email at the entered email address with a link to create a password
- After creating a password using the confirmation email link, you will be able to log in using your email and password
MY WAREHOUSE OPERATIONS

- Screenshots are preliminary drafts that are subject to change
- Shows facilities users that are authorized to submit a report
- Shows AWR status
- Can initiate or complete AWR filing
- Includes basic information on the warehouse building and operator
EARLY ANNUAL WAIRE REPORT (AWR) INPUTS
AWIRE POP: ELECTRONIC PAYMENT

South Coast AQMD Online Payment

Online Invoice Payment >>> Payment Method
Please select the payment method you would like to use and click "Next" to proceed with Checkout.

Please note:
• For credit card payments, a convenience fee will be added at the time of payment. The convenience fee is not retained by South Coast AQMD.
• South Coast AQMD is only able to process US-based credit cards at this time. We're sorry about the inconvenience.

Select a Payment Method:
- Credit card (convenience fee will be charged)
- E-Check / Checking or savings account (no charge)

- AWR fee of $392.50 is required
- Choose “Credit card” or “e-check /checking or savings account”
- May submit check payment by mail or drop off by generating a voucher and including a printed copy with the payment
Follow the prompts to fill out your payment information

Click “Continue”
WAIRE POP: Payment Confirmation for Online Payment

Thank you for your payment.

Please print this receipt and keep it for your records.

Facility ID: 0
Facility Name: South Coast AQMD

<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Type</th>
<th>Amount Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>2232</td>
<td>Warehouse Operations Notification fee</td>
<td>$29.51</td>
</tr>
</tbody>
</table>

Payment Amount: $29.51
Convenience Fee: $1.49
Total Payment Amount: $31.00

Receipt Number: 4006580792
Transaction Date: 08/05/2021 12:01 PM

Payment Type: "" 
Account Number: *5454

- After payment was successfully processed, you will see this page
- A confirmation email will be sent to you to as a receipt of payment
- Click “Finish” to complete
- After completion the user will be returned to the WAIRE POP Report Submission History
*The training videos are meant to provide warehouse operators and owners with further guidance on complying with Rule 2305 and Rule 316. In any instance where an interpretation of requirements in this training video conflicts with the rules, the rule language takes precedence.*