

Rule 1403 Web Application Overview

- Registration is REQUIRED
- Completing Notifications completely ONLINE
- ONLINE fee payment for Notifications
- ONLINE submission of Notifications
- Mail, email, fax no longer allowed for contractors

Rule 1403 Web Application Registration

South Coast AQMD Facility ID


A South Coast AQMD Facility ID is REQUIRED in order to Register for the Rule 1403 Notification Web Application

If your company does not have a Facility ID, call the Asbestos Hotline at (909) 396-2336 to request one and have the following information available*:

- Company Name
- Company Address
- Company Mailing Address (if different)
- Owners Name
- Phone Number
- Contractor License (CSLB)#

*Please note, it can take up to three (3) business days to receive the Facility ID

REGISTRATION

 South Coast
AQMD South Coast Air Quality Management District

Login

*

AQMD users, please use @aqmd.gov

*

LOGIN

[Forgot Password?](#)
[Not Registered? Create an account!](#)

Choose the Application for which You Wish to Register

(To choose an application, click the gray circle to slide it to the right and turn it blue)

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Select Applications

Applications - Select one or multiple applications from the list

Select	Applications	Descriptions
<input type="checkbox"/>	Rule 1403 Asbestos Notification	Rule 1403 Notifications: Asbestos Removal and Demolition Projects
<input type="checkbox"/>	Replace Your Ride	Replace Your Ride Web Application
<input type="checkbox"/>	On-Line Application Filing	On-Line Application Filing
<input type="checkbox"/>	Online Training System	Registration system for SCAQMD Training classes.

[← Cancel](#) [Select User Roles →](#)

Identify this User Registration as one that will complete and/or pay for notifications

(To choose a User Role, click the gray circle to slide it to the right and turn it blue)

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Select User Roles

Rule 1403 Asbestos Notification User Roles - Select one or multiple user roles from the list

Select	Question
<input type="checkbox"/>	Move the Select button (on the left) if this registration is for someone who will complete and pay for Notifications.

[Select Applications](#) [Select Reports](#)

After Choosing Your Role, Identify the facility for which you will be completing Notifications

(Enter your Facility ID in the space shown, and click the Tab key on your keyboard to verify your company name)

The screenshot shows the South Coast AQMD web portal. At the top, the logo and name 'South Coast AQMD' are visible, along with the text 'South Coast Air Quality Management District'. Below this is a blue header with the text 'Select User Roles'. The main content area is titled 'Rule 1403 Asbestos Notification User Roles - Select one or multiple user roles from the list'. It features a table with two columns: 'Select' and 'Question'. The 'Select' column contains a radio button. The 'Question' column contains the text 'Move the Select button (on the left) if this registration is for someone who will complete and pay for Notifications.' Below this, there is a form with two columns: 'Facility ID' and 'Facility Name'. The 'Facility ID' column contains a text input field with the placeholder text 'Facility ID *'. An orange arrow points to this input field. The 'Facility Name' column contains a red trash icon. Below the form is a button labeled '+ More facilities'. At the bottom of the page, there are two blue buttons: 'Select Applications' on the left and 'Select Reports' on the right.

South Coast AQMD South Coast Air Quality Management District

Select User Roles

Rule 1403 Asbestos Notification User Roles - Select one or multiple user roles from the list

Select	Question				
<input type="radio"/>	Move the Select button (on the left) if this registration is for someone who will complete and pay for Notifications.				
	<table border="1"><thead><tr><th>Facility ID</th><th>Facility Name</th></tr></thead><tbody><tr><td><input type="text" value="Facility ID *"/></td><td></td></tr></tbody></table>	Facility ID	Facility Name	<input type="text" value="Facility ID *"/>	
Facility ID	Facility Name				
<input type="text" value="Facility ID *"/>					
	+ More facilities				

[← Select Applications](#) [Select Reports →](#)

Next, identify this registration as one for someone who will be authorized to Officially Sign and Submit Notifications for the facility

(To choose Reports, click the gray circle to slide it to the right and turn it blue)

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Select Reports

R1403-V2 Reports - Select one or multiple reports from the list

Select	Name	Description
<input type="checkbox"/>	Notification	Move the Select button (on the left) if this registration is for someone who will be authorized to sign and submit Notifications.

[← Select User Roles](#) [Input User Profile →](#)

And, again, identify the facility for which this registration will be authorized to Officially Sign and Submit Notifications

(Enter your Facility ID in the space shown, and click the Tab key on your keyboard to verify your company name)

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Select Reports

R1403-V2 Reports - Select one or multiple reports from the list

Select	Name	Description
<input checked="" type="checkbox"/>	Notification	Move the Select button (on the left) if this registration is for someone who will be authorized to sign and submit Notifications.

Facility ID *

Facility Name



[+ More facilities](#)

[← Select User Roles](#) [Input User Profile →](#)

Enter Profile Information

(For your "Personal Information", please provide your personal WORK information)



South Coast Air Quality Management District

User Profile

Hide Tooltip

Profile - Please provide your profile information

Username & Password

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Personal Information

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Captcha



I'm not a robot



reCAPTCHA
Privacy - Terms

Terms and Conditions

The information you provide will be used to correspond with you and help us better tailor our communications to your interests. We are committed to maintaining your privacy during your visit to aqmd.gov. However, if you are uncomfortable providing this information, please click on the "Cancel" button below to exit the registration. By submitting this information, you consent to us using it as described above and sharing it within our global organization for these purposes. I declare under penalty of perjury that I am a duly-authorized representative of the entity required to file this form.



I agree that I have read the terms and conditions


← Select Reports

Cancel

Select Security Questions →

Select Security Questions & Answers

(Hint: Write these down, or take a screenshot. You will be required this information regularly.)



South Coast Air Quality Management District

Security Questions & Answers

Security Questions - Select 8 unique questions and provide their answers

The following 5 questions will be used to validate your logins and user report submissions. SCAQMD Staff **WILL NEVER HAVE** the answers to these questions.

1.	Select Question	Provide answer...
2.	Select Question	Provide answer...
3.	Select Question	Provide answer...
4.	Select Question	Provide answer...
5.	Select Question	Provide answer...

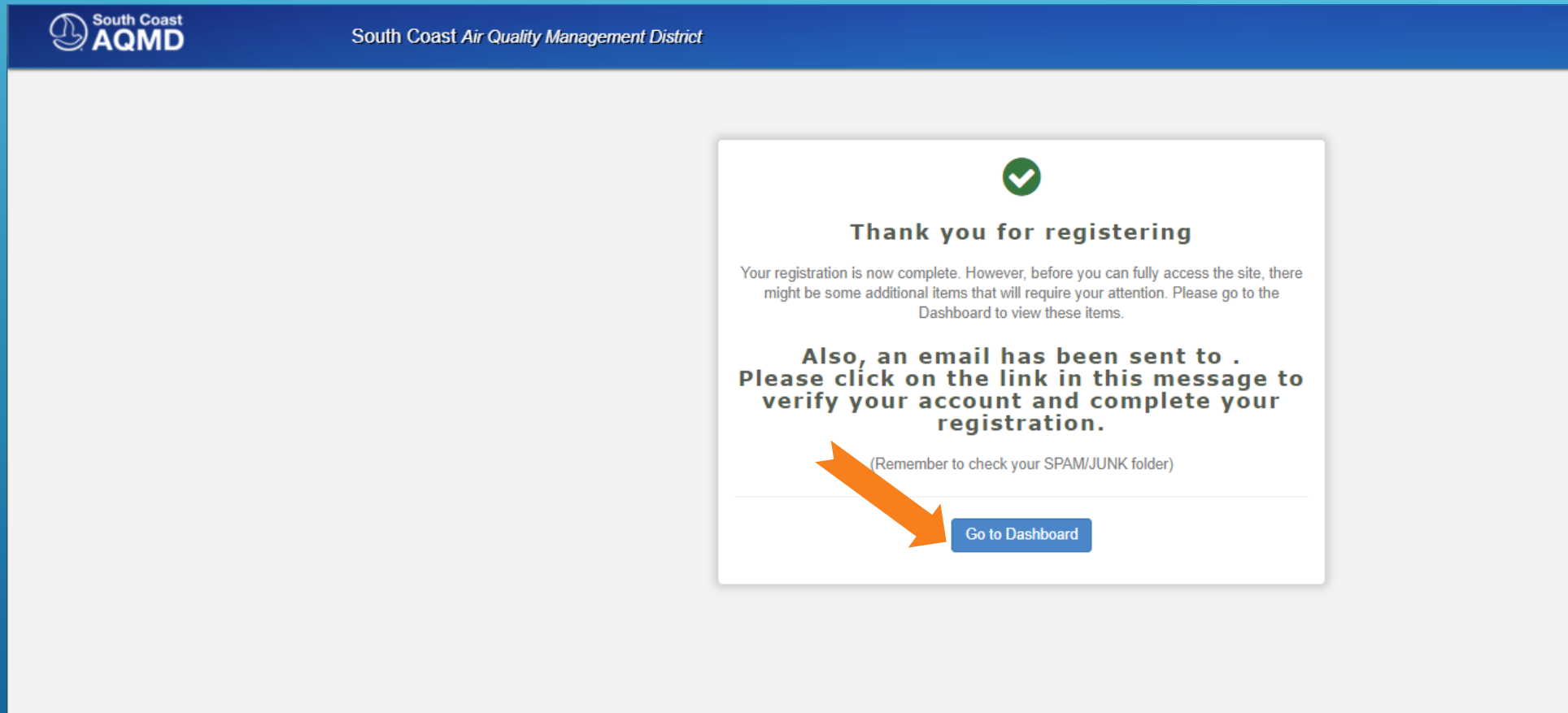
The following 3 questions will be used to reactivate your account in case you forget your username/password and need to call our SCAQMD Staff for support. SCAQMD Staff **WILL HAVE** the answers to these questions.

1.	Select Question	Provide answer...
2.	Select Question	Provide answer...
3.	Select Question	Provide answer...

[← Input User Profile](#) [Register](#)

Registered! Almost ...


(You must verify that we got your correct email address by clicking the link in the email we sent you. Don't forget to check your email! Then, click the "Go to Dashboard" button pictured here.)



The screenshot shows the South Coast AQMD website header with the logo and the text "South Coast Air Quality Management District". The main content area features a white box with a green checkmark icon at the top. Below the icon, the text reads "Thank you for registering". A paragraph follows: "Your registration is now complete. However, before you can fully access the site, there might be some additional items that will require your attention. Please go to the Dashboard to view these items." Below this, a bold instruction states: "Also, an email has been sent to . Please click on the link in this message to verify your account and complete your registration." A smaller note below says "(Remember to check your SPAM/JUNK folder)". At the bottom of the box, there is a blue button labeled "Go to Dashboard" with a large orange arrow pointing to it from the left.

South Coast
AQMD

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Thank you for registering

Your registration is now complete. However, before you can fully access the site, there might be some additional items that will require your attention. Please go to the Dashboard to view these items.

**Also, an email has been sent to .
Please click on the link in this message to
verify your account and complete your
registration.**

(Remember to check your SPAM/JUNK folder)

[Go to Dashboard](#)

You've successfully passed through the AQMD Security Portal, But there are Registration Tasks Remaining!

(Please click the "Remaining Registration Task" link shown here.)

South Coast Air Quality Management District

Welcome, [User Name]

Dashboard

Your Applications

Rule 1403 Asbestos Notification
Rule 1403 Notifications: Asbestos Removal and Demolition Projects

Notifications (1)

SCAQMD Security Portal
Remaining Registration Task

Last Refreshed - 03/21/2019 1:46:29 PM

[Refresh Notification](#)

South Coast AQMD

Dashboard

My Account

My Reports

Logout



My Account

South Coast
AQMD

Dashboard

My Account

My Reports

Logout



Application Permissions

Remaining Tasks

My Profile

The following registration tasks need your attention

1. Email Address Verification Task
2. Security Question Verification Task

An email with instructions on how to complete the above listed task(s) has already been sent to [redacted]. Click the button below to resend the same email.

Resend Verification Email

3. User Identity Verification Task
4. User Signing Authority Verification Task for:

o Report Type: Rule 1403 Notification on behalf of Facility ID: [redacted]

In order to complete the above listed task(s), please click the button below to download a PDF document with instructions.

Download All Verification Documents

← Click Here!

Environmental Protection Agency (EPA)

requires that the signature on this document be witnessed by a Notary Public,
because it authorizes this set of Login Credentials to
Officially Sign and Submit Notifications for this Facility

Name of electronic signature holder: _____ (Subscriber) (Print Name)	
Signature of electronic signature holder: _____ (Subscriber) (Sign in presence of Notary)	
Official's Title: _____	Date: _____

Notary Acknowledgement:

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.


State of California, County of _____

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, _____,
Date Month Year

by _____
Printed Name of Signer (Subscriber)

proved to me on the basis of satisfactory evidence to be the person who appeared before me.

Signature _____
Signature of Notary Public



(Place Notary Seal Above)

Registering for SCAQMD's Rule 1403 Notification Web App

1. Obtain a Facility ID (if your company doesn't already have one)

If your company does not have a Facility ID, call the Asbestos Hotline at (909) 396-2336 to request one and have the following information available: Company Name, Company Address, Company Mailing Address (if different), Owners Name, Phone Number, Contractor License (CSLB) #. (Please note, it can take up to three (3) business days to receive the Facility ID).

2. Go Online

Go to <https://xappprod.aqmd.gov/cromsp>, click "Not Registered? Create an Account" complete the information as requested and **print the registration materials**.

3. Complete the Subscriber's Agreement

Locate the Subscriber's Agreement in the printed registration materials. This document is to be completed by all users. Some portions of the document require handwritten entries; the document must also be signed in the presence of a Notary Public.

3. Complete the Signing Authoring Agreement

Locate the Signing Authority Agreement in the printed registration materials. This document is to be completed and signed only by individuals signing and submitting the Notifications for their company.

4. Mail the completed, notarized registration package to SCAQMD via USPS, UPS, FedEx, DHL, etc., at:

Rule 1403 Notification
Electronic Reporting Verification
South Coast AQMD
21865 Copley Dr.
Diamond Bar, CA 91765

5. SCAQMD Review

SCAQMD staff will review each registration package to verify that the person submitting the package is authorized to represent and sign Notifications electronically for the abatement and/or demolition company with the user's login credentials.

6. SCAQMD Approval

SCAQMD staff will acknowledge by email the successful completion of the registration process and provide authorization to submit online Rule 1403 Notifications to SCAQMD.

Rule 1403 Web Application

- ALL contractors are required to submit Notifications through the Web App
- Only homeowners, submitting 10 Working-Day Notifications, will be allowed to mail in Notifications

Questions? Please call our Asbestos Hotline at (909) 396-2336