



CLEAN AIR ACT (CAA) SECTION 608: RECLAIMER REGISTRATION AND REPORTING

January 14, 2026

Webinar Technical Overview

Call-in Details

- 1-206-800-4483
- ID: 240 936 847#

Question and Answer (Q&A) Session

- Participants are muted
- Questions will be moderated at the end
- To ask a question, enter it into the chat box

Webinar Materials

- Slides from this webinar will be posted on the [EPA's Recordkeeping and Reporting for Stationary Refrigeration web page.](#)

- Provide context and background on reporting requirements for CAA section 608 annual reclamation reporting.
- Provide step-by-step instruction on how to register and use EPA's reporting platform (HAWK).
- Ensure reclaimers know how to access HAWK, get more information, and ask questions.
 - The reporting form and additional information on reporting will be available online.
 - For questions, please contact 608reports@epa.gov.

- Overview of CAA Section 608 Reclaimer Reporting Requirements
- Registering for HAWK
- Completing CAA Section 608 Reclamation Webform
- Viewing Submitted Reports and Documents
- Resubmitting a Reclamation Report
- Other Methods of Submission
- Resources

Overview of CAA Section 608 Reclaimer Reporting Requirements

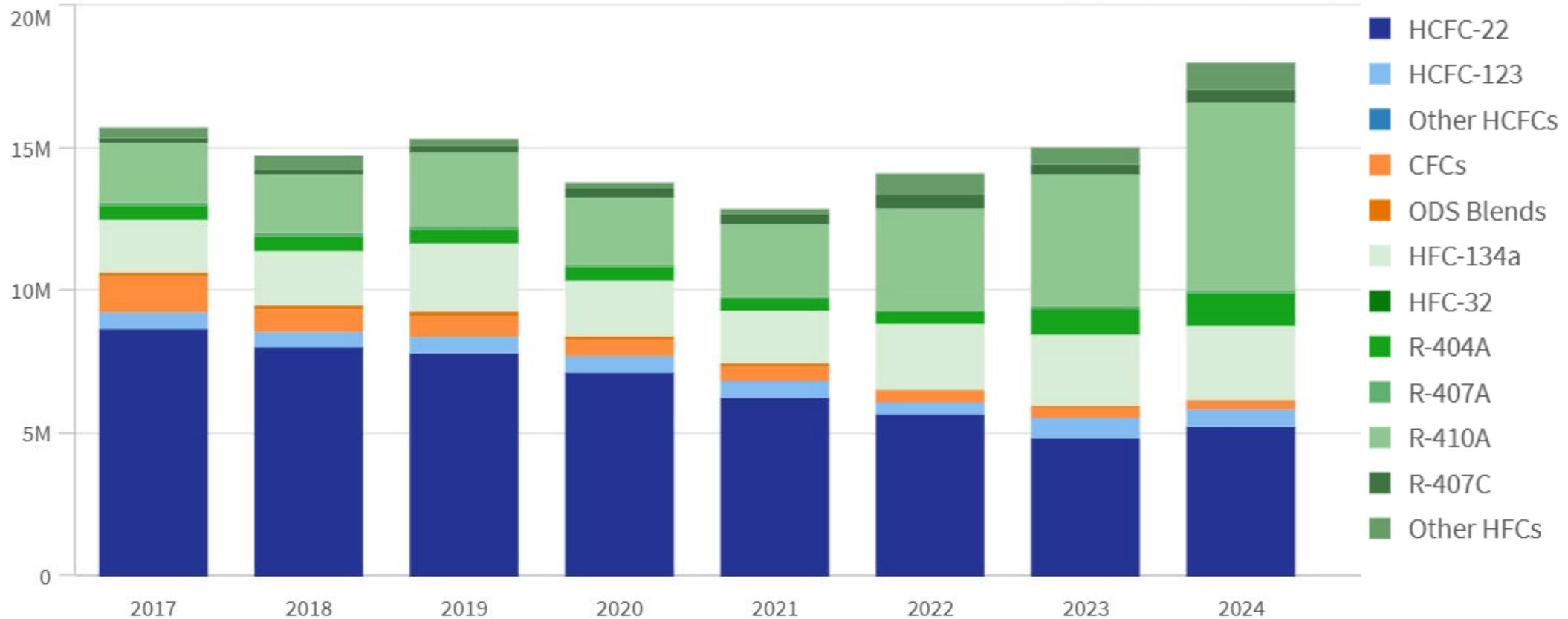
- Under CAA section 608 (40 CFR Part 82, Subpart F), EPA-certified reclaimers are required to report:
 - The total annual quantity of materials (i.e., the combined mass of refrigerant and contaminants) by refrigerant type sent for reclamation.
 - The total annual mass of each refrigerant reclaimed.
 - The total annual mass of waste products.
- Reclaimers must report the quantities recovered and received for both ozone-depleting substances (ODS) and hydrofluorocarbons (HFCs).
- This information must be summarized in a report and submitted to the EPA by **February 1** of the following calendar year.

- Reports can be submitted using any of the following methods:
 - Via the HAWK reporting platform (**preferred**).
 - Via the 608reports@epa.gov mailbox.

Annual Publication of Reclamation Data



HFC and ODS Reclamation (lbs)

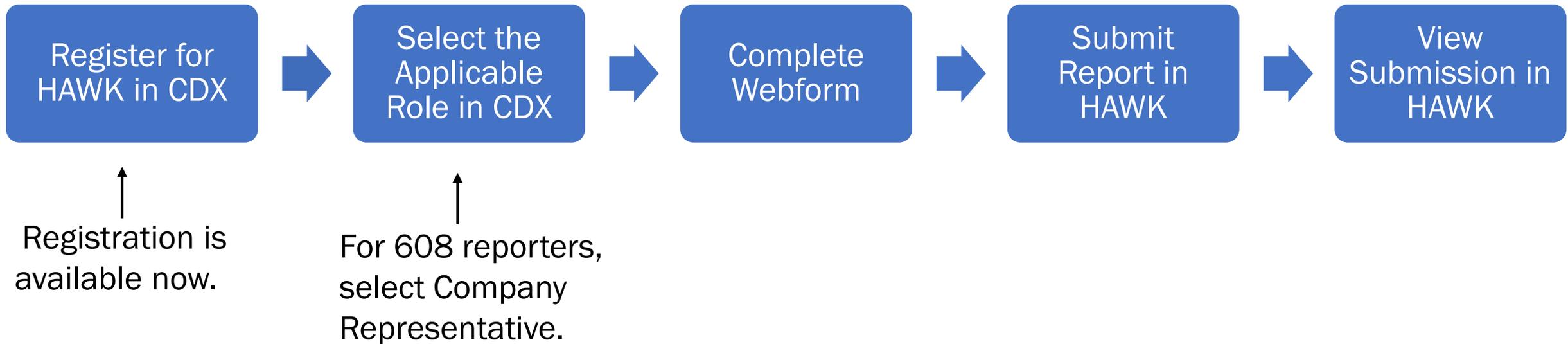


Data is published annually on [EPA's Summary of Refrigerant Reclamation Trends webpage](#)

Registering for HAWK

- EPA's Central Data Exchange (CDX).
 - EPA's electronic reporting site.
 - A central secure website where companies/entities/people can report information and data to EPA.
- HAWK
 - The platform for reporting requirements under the American Innovation and Manufacturing (AIM) Act and Title VI, Stratospheric Ozone Protection, of the CAA.
 - Accessed by registering for the “Hydrofluorocarbon and Ozone Depleting Substances Reporting” (HFC-ODS-R) Program Service in CDX.
 - Select the “Company Representative” role Reporting Form.

Reporting Steps Overview

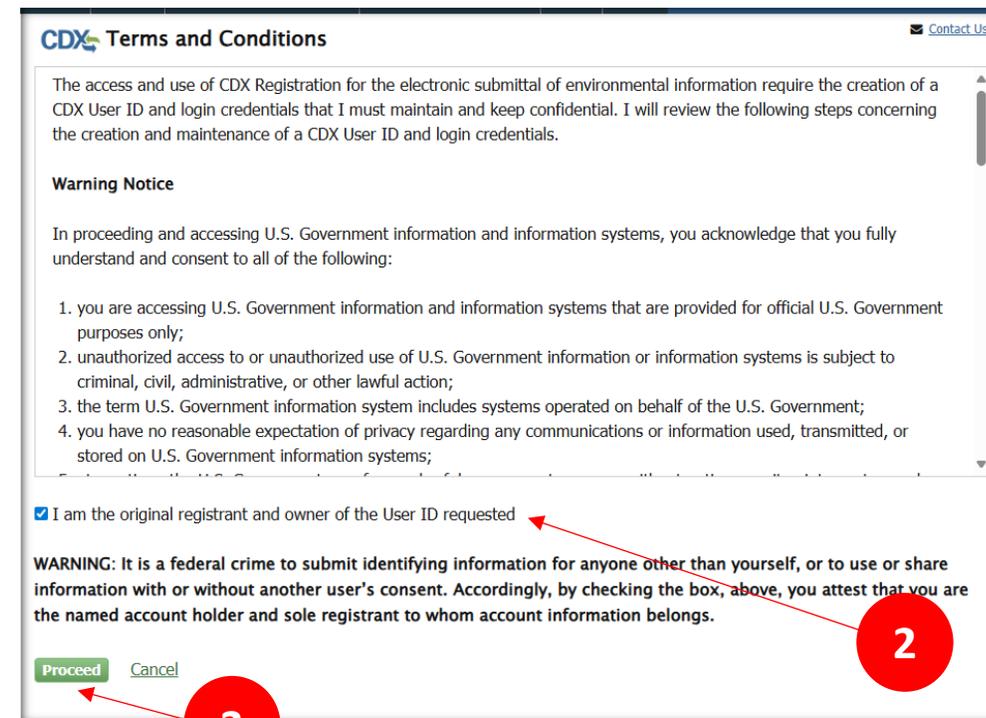
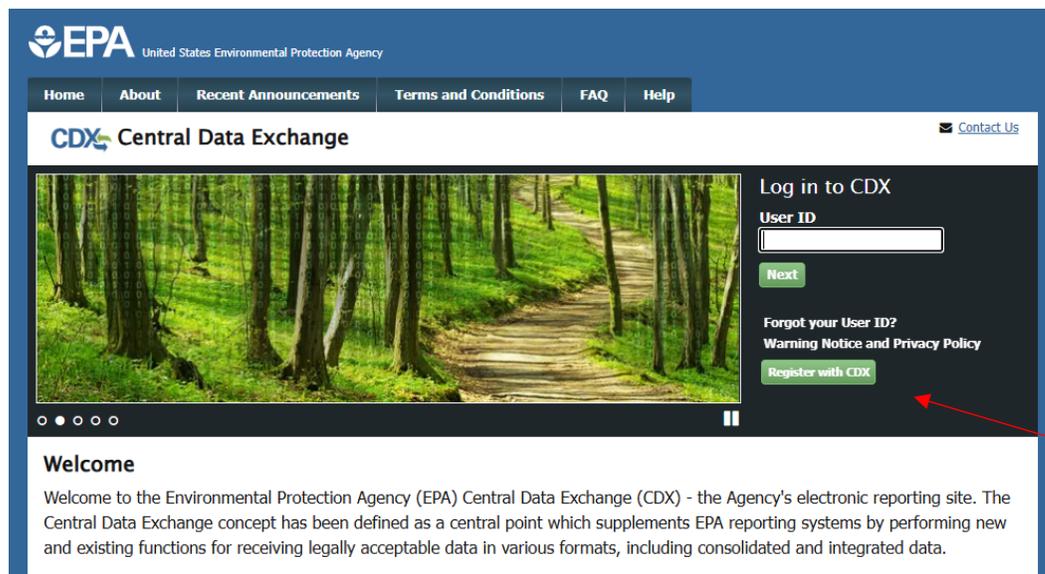


- Registration for HFC-ODS-R Program Service (HAWK) is available now.
- Register for or log into CDX and select the HFC-ODS-R Program Service.
 - [New CDX Users](#) must first register for CDX using a multistep process:
 - Create a CDX Account.
 - Create a Login.gov Account.
 - Request Access.
 - Complete the LexisNexis Confirmation and sign the Electronic Signature Agreement.
 - Receive Access.
 - [Existing CDX Users](#) must request access to the HFC-ODS-R Program Service in CDX.

Registering for HAWK in CDX – New CDX User



1. Go to <https://cdx.epa.gov/> to login or register.
2. Read and Accept the Terms and Conditions.
3. Click “Proceed” button.



Registering for HAWK in CDX – New CDX User



1. Select HFC-ODS-R Program Service.
2. Select Company Representative Role.
3. Click “Request Role Access” button.

CDX Core CDX Registration

1. Program Service 2. Role Access 3. Identity Credentials 4. User and Organization

Begin typing a program service name or related keywords to filter the list of available services (e.g., air quality system, AQS, or Clean Air Act).

Active Program Services List

HFC-ODS-R: Hydrofluorocarbon and Ozone Depleting Substances Reporting

Cancel

A red arrow points from a red circle with the number '1' to the highlighted 'HFC-ODS-R: Hydrofluorocarbon and Ozone Depleting Substances Reporting' item in the list.

Home About Recent Announcements Terms and Conditions FAQ Help

CDX Core CDX Registration

1. Program Service ✓ 2. Role Access 3. Identity Credentials

Registration Information

Program Service	Hydrofluorocarbon and Ozone Depleting Substances Reporting
Role	Not selected

Select a role from the drop down list and provide any required additional information, if a

Select Role

Request Role Access

Company Representative

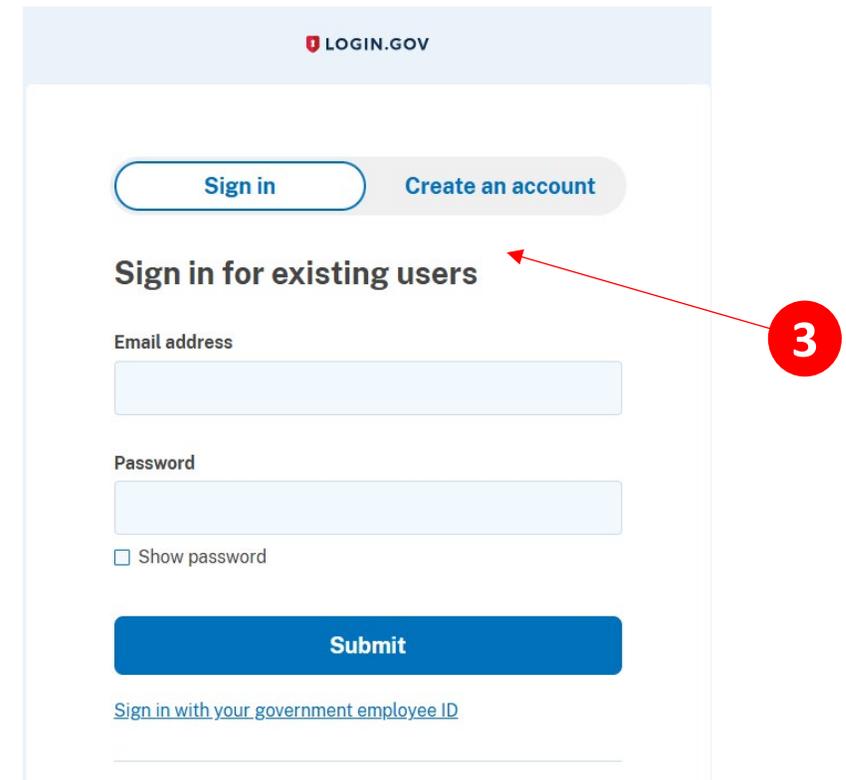
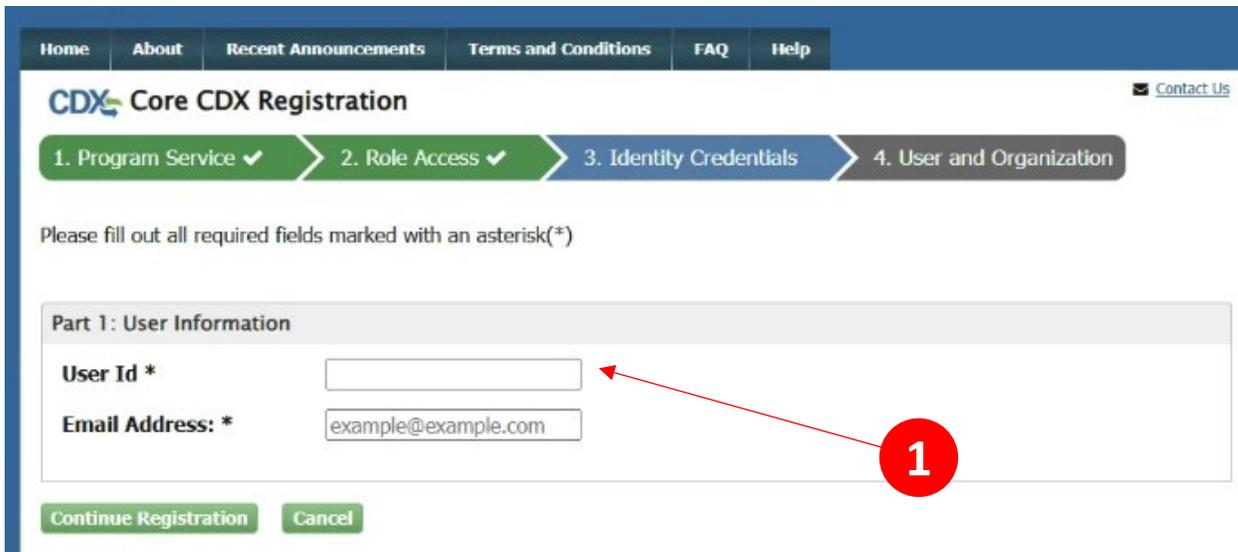
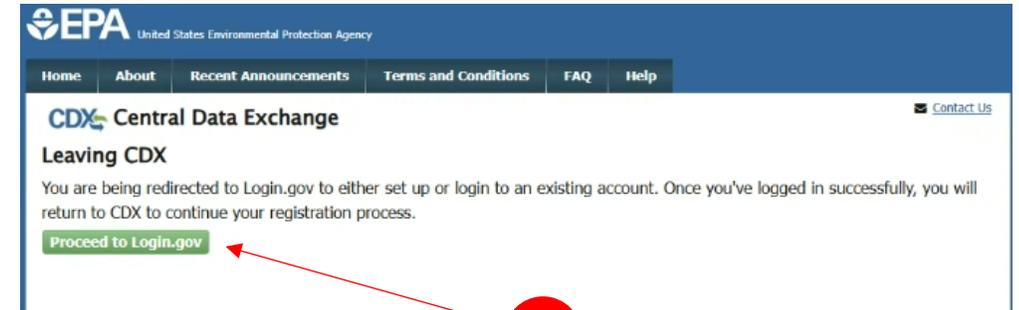
Leak Reporter

A red arrow points from a red circle with the number '2' to the 'Company Representative' option in the dropdown menu. Another red arrow points from a red circle with the number '3' to the 'Request Role Access' button.

Registering for HAWK in CDX – New CDX User



1. Create a CDX User ID.
2. CDX will redirect you to Login.gov.
3. Create (or sign into) Login.gov account.



Registering for HAWK in CDX – New CDX User



1. To create a Login.gov account, create a password
2. Select an Authentication method.

LOGIN.GOV

✔ You have confirmed your email address

Create a strong password

Your password must be **12 characters** or longer. Don't use common phrases or repeated characters, like abc or 111.

Password

Confirm password

Show password

Continue

A red arrow labeled '1' points to the password input field.

LOGIN.GOV

Authentication method setup

Add an additional layer of protection to your Login.gov account by selecting a multi-factor authentication method.

We recommend you select at least two different options in case you lose one of your methods.

- Face or touch unlock**
Use your face or fingerprint to access your account without a one-time code.
- Authentication application**
Download or use an authentication app of your choice to generate secure codes.
- Text or voice message**
Receive a secure code by (SMS) text or phone call.
- Security key**
Connect your physical security key to your device. You won't need to enter a code.
- Government employee ID**
PIV/CAC cards for government and military employees. Desktop only.
- Backup codes**
A list of ten codes you can print or save to your device. Because backup codes are easy to lose, choose this option only as a last resort.

Continue

A red arrow labeled '2' points to the top of the authentication method selection area.

Registering for HAWK in CDX – New CDX User



1. After Login.gov account created (or signed into), return to CDX.
2. Enter User Information.
3. Select and Answer Security Questions.

The screenshot shows the CDX Core CDX Registration page. At the top, there is a navigation bar with links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. Below this, the page title is 'CDX Core CDX Registration' and it shows the user is logged in as 'DEBBIE20250826'. A progress bar indicates the current step is '4. User and Organization', with previous steps '1. Program Service', '2. Role Access', and '3. Identity Credentials' completed. The 'Registration Information' section shows the program service as 'Hydrofluorocarbon and Ozone Depleting Substances Reporting' and the role as 'Company Representative'. Below this, a note states 'Please fill out all required fields marked with an asterisk(*)'. The 'Part 1: User Information' section contains a message about identity proofing and a form with the following fields: 'User ID *' (DEBBIE20250826), 'Title *' (-Please Select-), 'First Name *' (text input), 'Middle Initial' (text input), 'Last Name *' (text input), 'Suffix' (-Please Select-), 'Security Question 1 *' (-Please Select- dropdown), 'Security Answer 1 *' (text input), and 'Security Question 2 *' (-Please Select- dropdown). Red arrows and numbers 1, 2, and 3 point to the '4. User and Organization' step in the progress bar, the 'First Name' input field, and the 'Security Question 1' dropdown menu, respectively.

1

2

3

Registering for HAWK in CDX – New CDX User



1. Search for Current Organization.
2. Select correct result Organization ID and save for records.
3. If Organization ID not listed, select “Can’t find your organization?” links.
4. Enter Phone Number.
5. Click “Submit Request for Access” button.

Part 2: Organization Info

Happy Corp

Enter organization or organization ID

Organization ID	Organization Name	Address	City	State	ZIP Code
49773	Happy Corp#2	123 Main St.	Washington	DC	20871

Can't find your organization? [Use advanced search](#) or [request that we add your organization](#).

Part 2: Organization Info

Happy Corp#2
123 Main St.
Washington, DC, US
20871

Email *

Phone Number *

Phone Number Ext

Fax Number

Wrong organization information? [Back to Search Results](#), [Use advanced search](#) or [request that we add your organization](#).

The screenshot illustrates the registration process in five steps. Step 1 shows a search for 'Happy Corp' with a 'Search' button. Step 2 highlights the 'Organization ID' '49773' in the search results table. Step 3 points to the 'Can't find your organization?' link. Step 4 points to the 'Phone Number' input field in the 'Submit Request for Access' form. Step 5 points to the 'Submit Request for Access' button.

Registering for HAWK in CDX – New CDX User



1. Check registered email for validation code from helpdesk@epacdx.net and enter that code.
2. Click “Create Account” button.

The screenshot shows the EPA CDX Confirmation page. At the top, the EPA logo and "United States Environmental Protection Agency" are displayed. Below this is a navigation menu with links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. The main heading is "CDX Confirmation". To the right, there is a "Contact Us" link and a "Logged in as DEBBIE20250826 (Log out)" notification. A progress bar shows four steps: 1. Program Service ✓, 2. Role Access ✓, 3. Identity Credentials ✓, and 4. User and Organization ✓. Below the progress bar, the text reads "A few more steps..." and "You will soon receive an email confirmation message at [cj.test4@yahoo.com] with a validation code. Enter the validation code below or follow the link provided in the email to activate your user account." There is a link for "Resend validation code". The form includes a "User ID:" field with the value "DEBBIE20250826" and a "Code:" field with an empty input box. At the bottom, there are two buttons: "Create Account" and "Return to CDX Home". Two red circles with numbers "1" and "2" are overlaid on the image. Circle "1" is positioned above the "Code:" input field, with a red arrow pointing to it. Circle "2" is positioned above the "Create Account" button, with a red arrow pointing to it.

Registering for HAWK in CDX – New CDX User



1. Complete LexisNexis validation form.
2. Click “Proceed with Verification” button to continue.
3. If there are issues with LexisNexis, follow onscreen instructions and let us know at 608reports@epa.gov.

The screenshot shows the LexisNexis CDX Registration page. At the top, there is a navigation bar with links for Home, About, Recent Announcements, Terms and Conditions, FAQ, and Help. Below this, the page title is "CDX Registration: LexisNexis" and it shows the user is logged in as DEBBIE20250826. The registration process is divided into two steps: "1. Identity Verification" (highlighted) and "2. ESA".

The main content area explains that the program requires additional proof of identity and offers two options: electronic identity proofing for immediate access or printing and submitting a signed form via U.S. Postal Mail. A note refers to "Additional LexisNexis® Information".

The form fields are as follows:

- Legal Name:** Three input fields containing "debbie", "M", and "smith". A red arrow points to the "smith" field with a red circle containing the number "1".
- Home Address:** Three input fields for "Address Line 1*", "Address Line 2", and "City*", a dropdown for "State*", and an input for "Zip Code*".
- Home or Personal Phone:** An input field.
- Date of Birth:** Three dropdown menus for "Month*", "Day*", and "Year*".
- Last 4 of SSN:** An input field for "Last 4 of SSN*" and a checkbox for "Show SSN".

At the bottom, there is a checkbox for "The name above is me. Please proceed with LexisNexis® Validation." and a green button labeled "Proceed with Verification". A red arrow points to this button with a red circle containing the number "2". There are also links for "Paper Verification" and "Exit".

1. Sign Electronic Signature Agreement by clicking “Sign Electronically” button.

**U.S. Environmental Protection Agency
ELECTRONIC SIGNATURE AGREEMENT**

In accepting the electronic signature credential issued by the U.S. Environmental Protection Agency (EPA) to sign electronic documents submitted to EPA's Central Data Exchange (CDX), and as a representative for:

Electronic Signature Holder Company Information

Organization Name:	Happy Corp#2
Address:	123 Main St.
City, State, Zip:	Washington, DC 20871
Province:	
Country:	US
Phone Number:	(901) 999-9999
E-mail Address:	cj.test4@yahoo.com
Registrant's Name:	Mrs debbie smith
CDX User Name:	DEBBIE20250826

[Sign Electronically](#)



Registering for HAWK in CDX – New CDX User



1. Once EPA approves your request, you will receive an email notification from helpdesk@epacdx.net.
2. Log into the HFC-ODS-R Program Service using the active link in CDX.

The screenshot shows the CDX Central Data Exchange user interface. At the top, there is a navigation bar with links for Home, About, Recent Announcements, Terms and Conditions, and FAQ. Below this is the CDX logo and the text 'Central Data Exchange'. A secondary navigation bar contains buttons for MyCDX, Inbox, My Profile, Role Sponsorship, Submission History, and Paym. The main content area features a 'Services' table with a 'Manage' icon. The table has columns for Status, Program Service Name, and Role. Two rows are visible: one for 'EASEY: Emissions and Allowance System for Energy' with a 'Sponsor' role, and another for 'HFC-ODS-R: Hydrofluorocarbon and Ozone Depleting Substances Reporting' with a 'Company Representative' role. A red arrow points from a red circle containing the number '1' to the 'Company Representative' link in the second row.

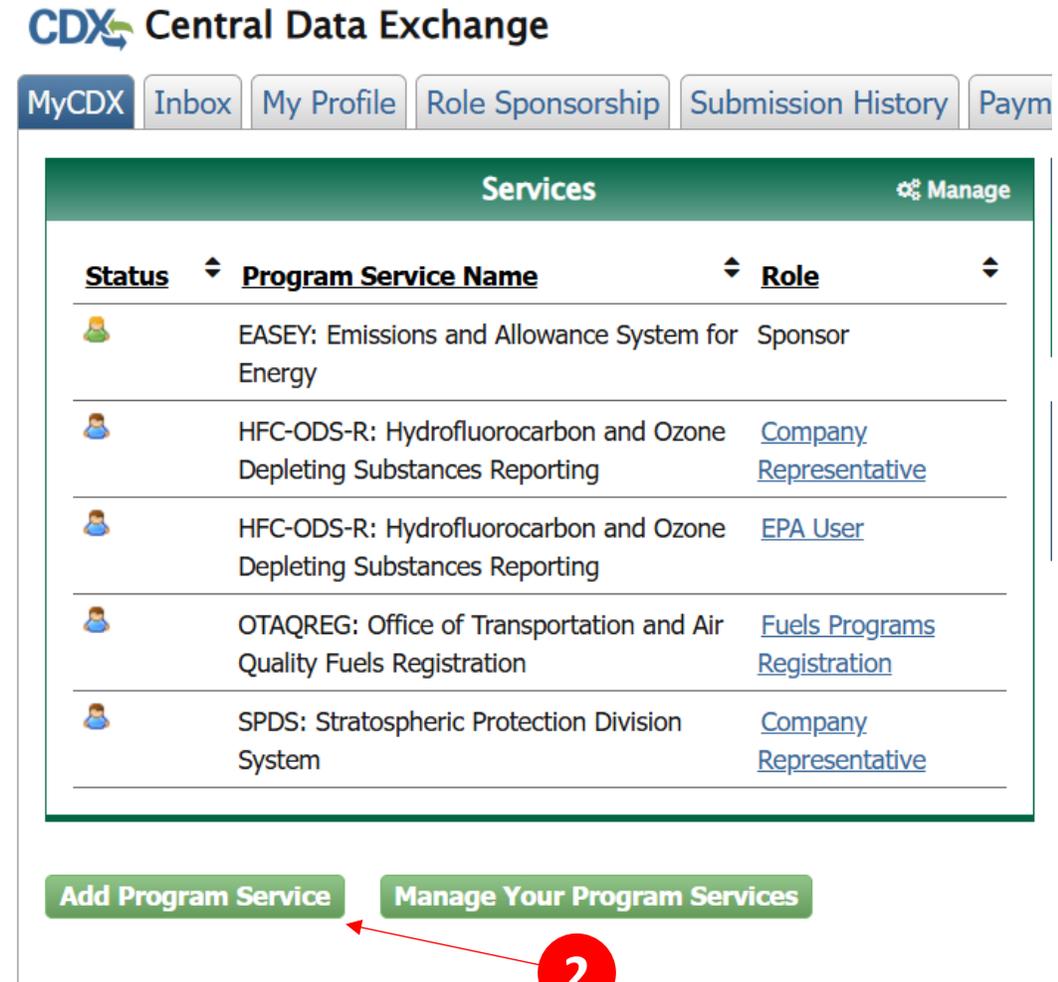
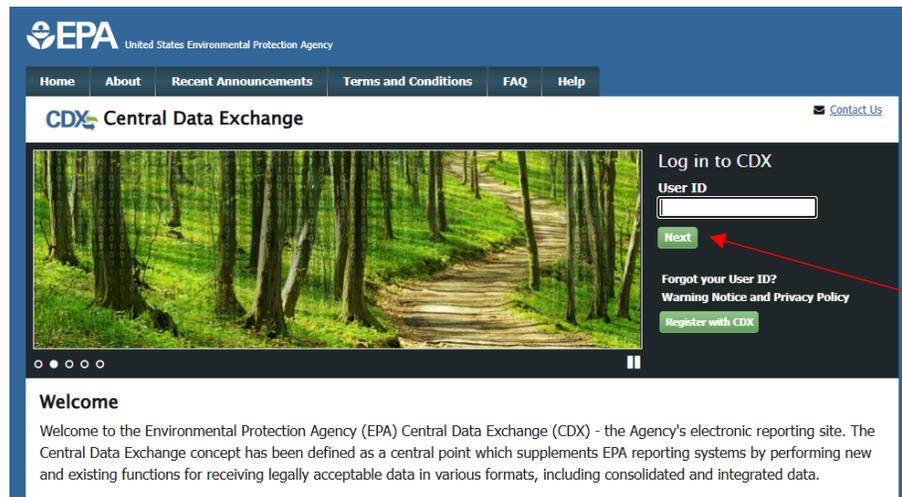
Status	Program Service Name	Role
	EASEY: Emissions and Allowance System for Energy	Sponsor
	HFC-ODS-R: Hydrofluorocarbon and Ozone Depleting Substances Reporting	Company Representative

1

Request HAWK Access – Existing CDX Account



1. Log into CDX.
2. Click “Add Program Service” button.



Request HAWK Access – Existing CDX Account



1. Select HFC-ODS-R Program Service.
2. Select the Role “Company Representative.”
3. Click “Request Role Access” button.



Begin typing a program service name or related keywords to filter the list of available services (Clean Air Act).

Active Program Services List

HFC-ODS-R: Hydrofluorocarbon and Ozone Depleting Substances Reporting

Cancel

1



Registration Information	
Program Service	Hydrofluorocarbon and Ozone Depleting St
Role	Not selected

Select a role from the drop down list and provide any required additi

Select Role

Request Role Access

Leak Reporter

Company Representative

Leak Reporter

2

3

Request HAWK Access – Existing CDX Account



1. Select “Current Organization” from dropdown.
2. If you are requesting access for another company, request to add it.
3. Click “Submit Request for Access” button.
4. Once EPA approves, you will get an email notification helpdesk@epacdx.net and the Program Service will appear in your list.



Registration Information	
Program Service	Hydrofluorocarbon and Ozone Deple
Role	Company Representative

- Select a Current Organization**
- Request to Add an Organization**

Select an organization from the dropdown list.

Submit Request for Access

2

1

3

Responsibilities of Company Representative



- You are responsible for managing your organization's users.
- You may invite additional Company Representatives and Delegates through Role Sponsorship. See the table below for more detail on each role:

Role	Description
Company Representative	<ul style="list-style-type: none">• Can invite other Company Representatives and Delegates.• Can update company and user information in HAWK.• Can create reports, delete reports, view data for the organization, and electronically sign documents.
Delegate	<ul style="list-style-type: none">• Cannot invite other users or make any changes to company or user information in HAWK.• Can create reports, delete reports, view data for the organization, and electronically sign documents.

Role Sponsorship in CDX



1. Log into CDX, select the “Role Sponsorship” tab.
2. Select the “Role Sponsorship/Invitation” tool.
3. Enter the email address for the user that is being sponsored.
4. Enter HFC-ODS-R (HAWK) from the “Program Service” dropdown.
5. Select the desired role from the “Role” dropdown based on the user’s permission needs.
6. Click the “Submit” button.

The screenshot shows the CDX Central Data Exchange interface. The top navigation bar includes 'MyCDX', 'Inbox', 'My Profile', 'Role Sponsorship', 'Submission History', and 'Payment History'. The 'Role Sponsorship' tab is selected. Below the navigation, there is a breadcrumb trail: 'You are here: Role Sponsorship Tools'. A table titled 'Role Sponsorship Tools' lists three tools: 'Role Sponsorship/Invitation', 'Pending Sponsorship Requests', and 'Access Management'. The 'Role Sponsorship/Invitation' tool is selected. The page then displays the 'Role Sponsorship' form, which is divided into two steps: 'Step 1: Recipient Information' and 'Step 2: Sponsorship Information'. Step 1 includes an 'Email *' field. Step 2 includes a 'Program Service *' dropdown menu (set to 'HFC-ODS-R: Hydrofluorocarbon and Ozone Deple') and a 'Role *' dropdown menu (set to 'Company Representative'). At the bottom of the form are 'Submit' and 'Back' buttons. Red callout boxes with numbers 1 through 7 point to specific elements: 1 points to the 'Role Sponsorship' tab, 2 points to the 'Role Sponsorship Tools' table, 3 points to the 'Role Sponsorship/Invitation' tool, 4 points to the 'Email' field, 5 points to the 'Role' dropdown, 6 points to the 'Submit' button, and 7 points to the 'Back' button.

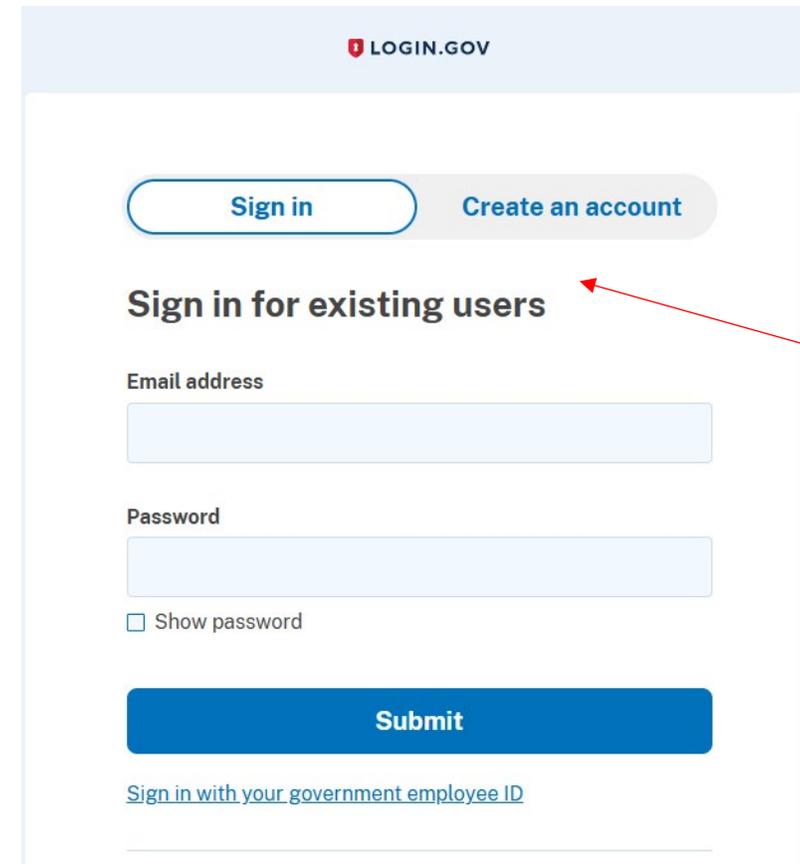
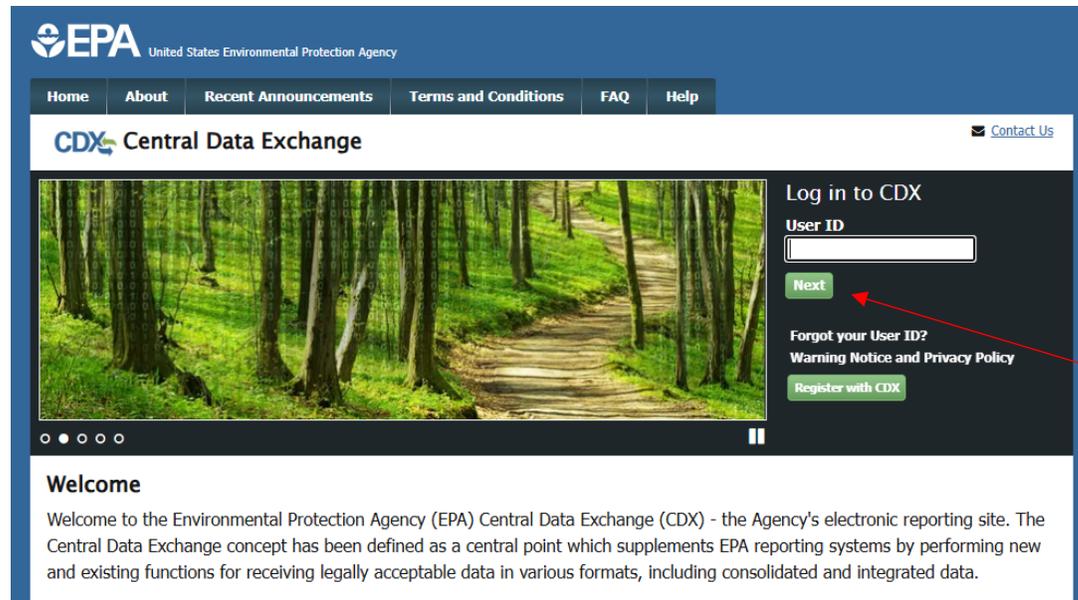
Completing CAA Section 608 Reclamation Webform

- Access HAWK through [CDX](#).
- Select “National Recycling and Emissions Reduction” from the HAWK landing page.
- Complete the CAA section 608 reclamation report webform.
- Electronically sign & submit the CAA section 608 reclamation report webform.

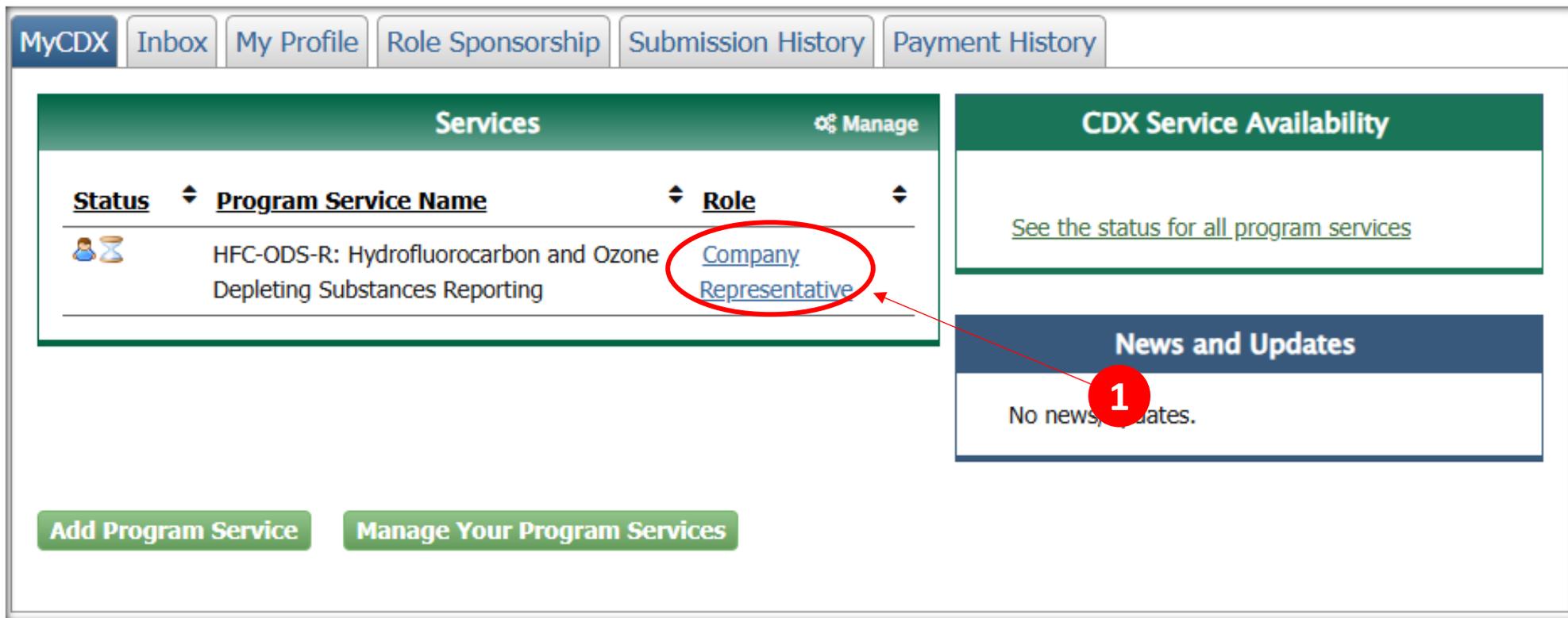
Part 1: Log Into CDX



1. Enter your User ID.
2. CDX will redirect you to log into your Login.gov account.



1. Click on the role link for which you have registered. In this scenario, click on the “Company Representative” role link to access HAWK.



The screenshot displays the MyCDX user interface. At the top, there are navigation tabs: MyCDX, Inbox, My Profile, Role Sponsorship, Submission History, and Payment History. The main content area is divided into three sections:

- Services:** A table with columns for Status, Program Service Name, and Role. The Role column for the first entry, "HFC-ODS-R: Hydrofluorocarbon and Ozone Depleting Substances Reporting", contains the link "Company Representative", which is circled in red. A red arrow points from this link to the "1" in the "News and Updates" section.
- CDX Service Availability:** A section with a green header and a link: "See the status for all program services".
- News and Updates:** A section with a dark blue header and the text "No news updates." with a red circle containing the number "1".

At the bottom of the Services section, there are two green buttons: "Add Program Service" and "Manage Your Program Services".

Part 3: Program Selection



1. You will be redirected to the Program Selection page.
2. Company Representatives click “Select Programs” from the dropdown by selecting on their profile name.
3. Company Representatives select “National Recycling and Emissions Reduction.”
4. Click the “Submit” button.

The screenshot shows the HAWK Program Selection page on the EPA website. The page header includes the EPA logo, the text "United States Environmental Protection Agency", and the HAWK logo. The navigation menu contains "Home", "Submission History", "Account Management", and "Help". The user's profile name "DEBSPDS20231101 (It's all Mine (GDIT Testing))" is visible in the top right corner. The main content area is titled "HAWK Program Selection" and "Select Regulatory Program(s) for Reporting". Below this, there is a note: "Before you get started, please select the program(s) for reporting. You can update these in [Account Management](#) later as needed." There are two sections of programs: "Clean Air Act" with a checkbox for "National Recycling and Emissions Reduction (Section 608)" and "American Innovation and Manufacturing Act" with a checkbox for "Technology Transitions (Subsection I)". A blue "Submit" button is at the bottom. A green sidebar on the right is titled "Learn More About HAWK Programs" and contains links for "National Recycling and Emissions Reduction (Section 608)" and "Technology Transitions (Subsection I)". Red circles with numbers 2 and 3 are overlaid on the page. Circle 2 points to the user's profile name in the top right. Circle 3 points to the "National Recycling and Emissions Reduction (Section 608)" checkbox.

Step 4: HAWK Homepage



1. You will be redirected to the HAWK homepage.
2. Select “Submit Reports” to be redirected to the report submission page.

The screenshot shows the HAWK homepage for the National Recycling and Emissions Reduction (NRE) program. The header includes the EPA logo, the text 'United States Environmental Protection Agency', and the HAWK logo. Navigation links for 'Home', 'Submission History', 'Account Management', and 'Help' are present, along with the user email 'ROBERTS.MOLLY@EPA.GOV (U.S. EPA)'. The main content area features a breadcrumb 'Home > NRER' and a title 'National Recycling and Emissions Reduction'. A welcome message states: 'Welcome to the National Recycling and Emissions Reduction home page, where you can find everything you need for reporting. Please make a selection to begin.' Three main action cards are displayed: 'Submit Report' (with a pencil icon), 'View Submissions' (with a list icon), and 'Get Guidance' (with an information icon). Each card includes a brief description and a corresponding button. A red circle with the number '2' and an arrow points to the 'Submit Report' button. To the right, a 'What's New' section highlights the 'National Recycling and Emissions Reduction Reclamation Program' with an annual reporting deadline of February 1.

Step 5: Enter General Report Information



1. Select the reporting year in the “reporting year” dropdown.
2. Click on the “Do you have any reclamation data to report for the selected year?” dropdown.
 - If “yes” is selected, you are required to complete all fields in Sections 1, 2, 3, and 5.
 - If “No” is selected, you are required to complete all fields in Sections 1 and 2.
3. Click “Save and Continue” button.

An official website of the United States government [Here's how you know](#)

EPA United States Environmental Protection Agency

Home Submit Reports View Submission History Learn About The Programs Manage Profile Get Help DEBSPDS20231101 (It's all Mine (GDIT Testing))

1 Enter General Report Information 2 Enter Contact Information 3 Enter Reclamation Data 4 Enter Additional Mixed Refrigerants 5 Review and Submit

1. Enter General Report Information

If your organization information is incorrect, please change that in [CDX](#).

Asterisk (*) denotes required field.

Reporting Year *
- Select -

Organization Name
It's all Mine (GDIT Testing)

Street Address
75 Test Drive
Suite 7

City
Bartlett

State
TN

Zip/Postal Code
38133

Do you have any reclamation data to report for the selected year? *
Yes

[Cancel](#) [Save & Continue](#)

Step 6: Enter Contact Information



1. The “Reporter Contact Information” section is populated with the reporter’s contact information from CDX.
2. Enter the contact person’s first name, contact person last name, email address, and phone number.
3. The “Supplemental Contact” information is optional.



2. Enter Contact Information

Asterisk (*) denotes required field.

Reporter Contact Information

Reporter First Name
Deb

Reporter Last Name
Smith

Reporter Email Address
test@123.com

Reporter Phone Number
999-999-9999

Contact Person First Name *

Contact Person Last Name *

Email Address *

Phone Number *

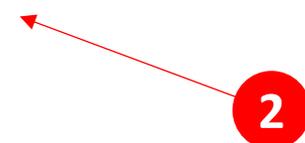
Fax Number

Supplemental Contact Person First Name

Supplemental Contact Person Last Name

Supplemental Contact Person Email Address

Supplemental Contact Person Phone Number



Step 7: Enter Reclamation Data



1. Select and add the mass of each refrigerant received and/or reclaimed from the dropdown menus below.
2. Enter a value in the “Mass of Waste Products (kg)” field.
 - This will be the cumulative quantity of wastes produced during the reporting cycle.
3. Select a refrigerant from the “Category of Refrigerant” dropdown.
 - e.g., Class I ODS, HFC, etc.
4. Select a substance from the “Name of Substance” dropdown.
 - e.g., R-22, R-410A, R-134a, etc.



3. Enter Reclamation Data

Mass of Waste Products (kg) ⓘ



Enter Reclaimed Refrigerants

Please select and add the mass of each refrigerant received and/or reclaimed from the dropdown menus below.

Applicable Refrigerant Categories	Substance	Mass of Material Received (kg)	Mass of Refrigerant Reclaimed (kg)	Action

Category of Refrigerant



Name of Substance



Mass of Material Received ⓘ

Mass of Refrigerant Reclaimed ⓘ

Add Refrigerant

[Back](#)

[Cancel](#)

Save & Continue

Step 7: Enter Reclamation Data, Continued



5. Enter a value in the “Mass of Material Received” field.
6. Enter a value in the “Mass of Refrigerant Reclaimed” field.
7. Click on the “Add Refrigerant” button. The reclaimed refrigerant will display in the table. Repeat the steps to add another reclaimed refrigerant if needed.
8. Click on the “Save & Continue” button.

1 Enter General Report Information 2 Enter Contact Information **3 Enter Reclamation Data** 4 Enter Additional Mixed Refrigerants 5 Review and Submit

3. Enter Reclamation Data

Mass of Waste Products (kg) ⓘ

Enter Reclaimed Refrigerants

Please select and add the mass of each refrigerant received and/or reclaimed from the dropdown menus below.

Applicable Refrigerant Categories	Substance	Mass of Material Received (kg)	Mass of Refrigerant Reclaimed (kg)	Action

Category of Refrigerant

Name of Substance

Mass of Material Received ⓘ ← **5**

Mass of Refrigerant Reclaimed ⓘ ← **6**

Add Refrigerant ← **7**

 8 →

[Cancel](#)

Step 8: Enter Additional Mixed Refrigerants



1. If applicable, select and add the percentage of each refrigerant received from the dropdown menus.
2. Enter a value in the “Mass of Additional Mixed Refrigerants” field.
 - The cumulative amount of mixed refrigerants held onsite.
3. Select a refrigerant from the “Category of Refrigerant” dropdown.
4. Select a substance from the “Name of Substance” dropdown.



4. Enter Additional Mixed Refrigerants

Mass of Additional Mixed Refrigerants Received (kg) ⓘ

2

Enter Mixed Refrigerants Received

Please select and add the percentage of each refrigerant received from the dropdown menus below.

Applicable Refrigerant Categories	Substance	Percentage	Action

Category of Refrigerant

3

Name of Substance

4

Percentage ⓘ

Add Refrigerant

Back

Cancel

Save & Continue

Step 8: Enter Additional Mixed Refrigerants, Cont.



5. Enter a value in the “Percentage” field.
 - This value should reflect your best estimate for the portion of the selected substance contained in your total quantity of mixed refrigerant.
6. Click on the “Add Refrigerant” button. The refrigerant will display in the table. Repeat the steps to add another refrigerant if needed.
7. Click on the “Save & Continue” Button.

1 Enter General Report Information 2 Enter Contact Information 3 Enter Reclamation Data 4 Enter Additional Mixed Refrigerants 5 Review and Submit

4. Enter Additional Mixed Refrigerants

Mass of Additional Mixed Refrigerants Received (kg) ⓘ

Enter Mixed Refrigerants Received

Please select and add the percentage of each refrigerant received from the dropdown menus below.

Applicable Refrigerant Categories	Substance	Percentage	Action

Category of Refrigerant

Name of Substance

Percentage ⓘ

Add Refrigerant

Back

[Cancel](#)

Save & Continue

Step 9: Review and Submit



1. Review the information for accuracy before you electronically sign and submit.



5. Review and Submit

To edit, use back buttons to navigate back to section needing update.

Report Overview	
Report Identifier 608 RR.2022.1037	Current Status Pre-Submission
Regulation National Recycling and Emissions Reduction	Version 1
Report Type 608 Reclamation	Reporter First Name Deb
Reporting Year 2022	Reporter Last Name Smith
Reporting Period Calendar year January through December	Reporter Email Address test@123.com
Organization Name It's all Mine (GDIT Testing)	Reporter Phone Number 999-999-9999
Street Address 75 Test Drive Suite 7	Primary Contact Person First Name First
City Bartlett	Primary Contact Person Last Name Last
State TN	Primary Contact Person Email Address 123@12.com
Zip/Postal Code 38133	Primary Contact Person Phone Number 701-123-1212
CDX Submission ID(s)	Supplemental Contact Person First Name N/A
	Supplemental Contact Person Last Name N/A
	Supplemental Contact Person Email Address N/A
	Supplemental Contact Person Phone Number N/A

Step 9: Review and Submit, Continued



2. Reclaimer Notes (optional) – add any comments EPA should know about this report.



Regulation Specific Information

Method of Submission to HAWK

SPDS

Do you have any reclamation data to report for the selected year?

Yes

Reclaimed Refrigerants

Mass of Waste Products (kg): 150

Applicable Refrigerant Categories	Substance	Mass of Material Received (kg)	Mass of Refrigerant Reclaimed (kg)
Blend - HFC	R-407G	15	15

Additional Mixed Refrigerants

Mass of Material Received (kg): 100

Applicable Refrigerant Categories	Substance	Percentage

2

Reclaimer Notes (max 5000 characters)

Please add any additional comments EPA should know about this report (5000 character max).

Step 9: Review and Submit, Continued



3. Additional information can be submitted if necessary. Click on “Choose File” and locate the file on your device. Click on the “Upload File” button.
4. Click on the “Sign & Submit” button to electronically sign the report.

Acceptable file types include: PDF, DOC, DOCX, XLS, XLSX, TXT and CSV.

File Name	File Format	Date Added	Action

Select a file to upload:

Choose File No file chosen

Upload File

Back

[Cancel](#)

Sign & Submit

The screenshot shows a file upload interface. A red circle with the number '3' points to the 'Choose File' button. Another red circle with the number '4' points to the 'Sign & Submit' button. The 'Upload File' button is also visible below the file selection area.

Step 10: Sign and Submit



1. Enter a passphrase to protect your report in the Cross-Media Electronic Reporting Rule (CROMERR) archive in CDX
2. You will need this passphrase to access your report in CDX, so be sure to **take note of the passphrase** that you use.
3. Click “Sign Submission”

CROMERR Certification

Username: RECLAMATION_TEST

Organization Name: RECLAMATION_ORG

Report Type: 608 Reclamation

I certify, under penalty of law, that the information provided in this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

To complete the CROMERR signature, please enter a passphrase. You can associate the same passphrase with multiple submissions.

The passphrase will be used as an encryption key to protect your report in the CROMERR archive at cdx.epa.gov. You will always be able to access your report in HAWK, but you will need the passphrase to access it in the CROMERR archive.

Passphrase *

Viewing Submitted Reports and Documents

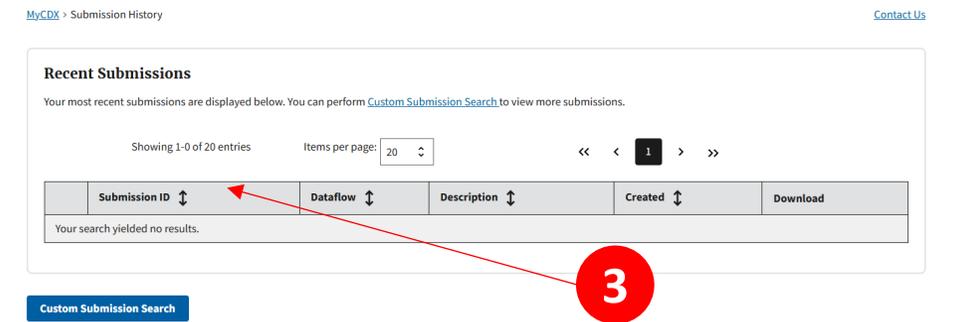
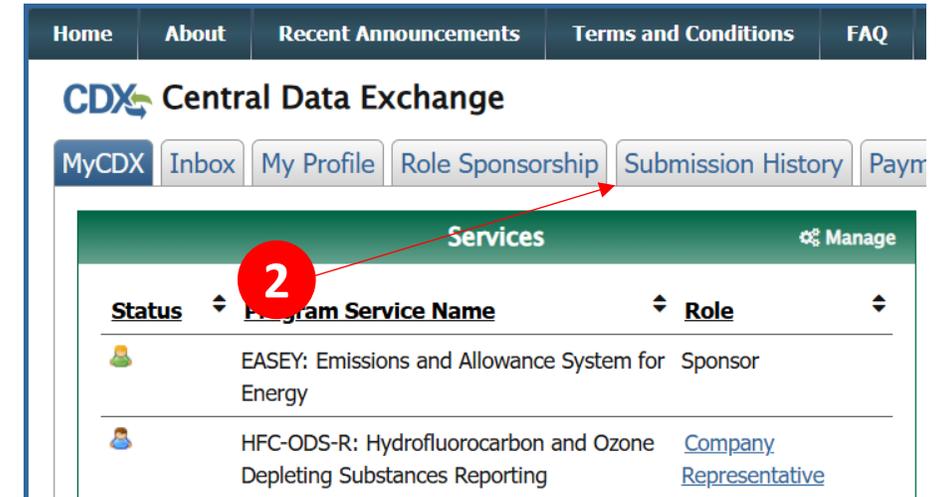
Viewing Submitted Reports in CDX



1. Log into CDX.
2. Select the “Submission History” Tab.
3. View Recent Submissions or search for an older report.

CDX Central Data Exchange

Contact Us



Viewing Submissions in HAWK



1. Using the Global Navigation Bar, select “Submission History.”
2. Using the filters, if needed, locate the report you want to view.
3. Select the “Report Identifier” to open the details of that report.

Home Submit Reports View Submission History Learn About The Programs Manage Profile Get Help COMPREP2025 (Happy Corp#2)

Home > View Submission History

View Submission History

Filters

Report Identifier Filter by Regulation Filter by Report Type Date Received Range

YYYY-MM-DD Start Date

YYYY-MM-DD End Date

Filter by Report Year Filter by Status

Report Identifier	Regulation	Report Type	Report Year	Reporting Period	Status	Date Received
608 RR 2022 1009	National Recycling and Emissions Reduction	608 Reclamation	2022	Annual	In Revision	2025-11-03

« 1 » 20 items per page

Resubmitting a Reclamation Report

Examples:

- Self-identified additional edits are necessary.
- EPA requested additional information.

Resubmitting a Reclamation Report



If a report is returned, follow these steps:

1. Navigate to the Submission History section in HAWK.
2. Using the table filters/sorts, locate the report to resubmit.
3. Select the “Report Identifier” to open the details of that report.

Home Submit Reports View Submission History Learn About The Programs Manage Profile Get Help COMPREP2025 (Happy Corp#2)

Home > View Submission History

View Submission History

Filters

Report Identifier Filter by Regulation Filter by Report Type Date Received Range
YYYY-MM-DD Start Date YYYY-MM-DD End Date

Filter by Report Year Filter by Status

Report Identifier	Regulation	Report Type	Report Year	Reporting Period	Status	Date Received
608 RR 2022 1009	National Recycling and Emissions Reduction	608 Reclamation	2022	Annual	In Revision	2025-11-03

« 1 » 20 items per page

Resubmitting a Reclamation Report



1. Select “Edit Report” button on the top right.
2. Make the necessary changes.
3. Resign/resubmit changes.

HAWK > View Submission History > View Report

View Report : 608 RR 2022 1037

Report Overview	
Report Identifier	Date Report Submitted
608 RR 2022 1037	2025-10-30, 3:40 PM
Regulation	Current Status
National Recycling and Emissions Reduction	In Revision
Report Type	Version
608 Reclamation	1
Reporting Year	Reporter First Name
2022	Deb

1

Edit Report

Back

Cancel

Sign & Submit

2

CROMERR Certification

Username:

Organization Name: Acme Test Inc

Report Type: HFC Request Extension for Retrofit/Retirement

I certify, under penalty of law, that the information provided in this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Cancel

Sign Submission

3

Other Methods of Submission

CAA Section 608 Reporting Form Template



- *There is no required standard reporting form for 608 reclamation report submissions.*
- EPA recommends using our 608 reporting template if not submitting via HAWK. This form can be found on our website:
<https://www.epa.gov/section608/recordkeeping-and-reporting-requirements-stationary-refrigeration#reclaimers>.

**U.S. Environmental Protection Agency
Stratospheric Protection Division**

OMB Control Number: 2060-0256
Expiration Date: 04/30/2023

Reclamation Annual Report (Sec 82.166)

Instructions

Complete this form by filling in the data fields that are highlighted in blue. Use the arrows to navigate between the tabs.

To submit, please send your completed report through the Central Data Exchange (CDX). Refer to EPA's website for additional information on form submission: <https://www.epa.gov/ods-phaseout/ozone-depleting-substances-ods-recordkeeping-and-reporting>. Alternatively, completed reports may be emailed to: 608reports@epa.gov.

Section 1: Report Identification Information

Date of Submission:	
Reporting Year:	

Company Name:	
Street Address:	
City:	
State:	
ZIP code:	

Contact Person Name:	
Email Address:	
Phone Number:	
Fax Number:	

CAA Section 608 Reporting Form Template



U.S. Environmental Protection Agency
Stratospheric Protection Division
Reclamation Annual Report (Sec 82.166)

Company Name:

Reporting Year:



Section 2: Reclamation Data

Mass of Waste Products (kg)	
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Name of the Refrigerant Reclaimed	Mass of Material Received (kg)	Mass of Refrigerant Reclaimed (kg)
TOTAL	0.00	0.00

Select the name of the refrigerant reclaimed. If "other" is selected, please specify the refrigerant reclaimed below.

Resources

- [Recordkeeping and Reporting Requirements for Stationary Refrigeration](#)
 - Reclamation reporting form template
 - User guide for Section 608 reclamation reporting
 - Webinar Slides
- Section 608 Helpdesk
 - Submit questions to 608reports@epa.gov.

Q&A

Still have questions? Reach out to us!

608reports@epa.gov