



Department of Environmental Protection

Printing Guidance: Source Registration/Greenhouse Gas Reporting

- If you have not submitted your report (“in process”), and select **Print Transaction**, it may take the eDEP system up to 30 minutes to produce a PDF file for you to download, particularly if your SR and/or GHG package includes a large number of forms.
- Once you have submitted your report, please wait about 30 minutes *before* you select **Print Transaction** to allow for the final compilation of the PDF file. If you do this, the PDF file should be ready for you to download more quickly.
- If you continue to encounter difficulties, please notify the EEA IT Service Desk at EEA.ServiceDesk@mass.gov that you are having printing problems with SR and/or GHG Reporting. The contact email for all other SR and/or GHG Reporting issues remains BAW.eDEP@mass.gov.
- Note that any problem(s) you encounter with printing your SR and/or GHG Report **has no effect** on your ability to submit your package. Printing is a separate function. Your data will not be compromised and will be saved as you see it on the forms you complete in eDEP.