

Hazardous and Special Product: Producer Performance Reporting Guide

Paints, coatings and solvents



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Introduction



What is Hazardous and Special Products performance reporting?

HSP performance is an annual report that producers with obligations under the [Hazardous and Special Products \(HSP\) Regulation](#) complete to report on their collection and management activities from October 1, 2021 to December 31, 2022. **The deadline to submit performance reports is September 15.**

This guide will assist producers who have not retained a producer responsibility organization (PRO), or a PRO to partially report on their behalf, to understand what data they need to report and provide step-by-step instructions on completing the report in RPRA's Registry.

Further information about the HSP Regulation can be found on RPRA's [website](#).

If you have further questions that are not answered in this guide, please contact the Compliance Team at registry@rpra.ca or call 1-833-600-0530.

What data needs to be reported?

Producers, or PROs on their behalf, of **paints, coatings and solvents** are required to report the following information from October 1, 2021 to December 31, 2022:

- A list of all collection services provided, including collection sites, collection events, call-in collection services and curbside pickup.
- A description of the activities undertaken by the producer to comply with the promotion and education requirements.
- The name and contact information of each processor.
- The weight of the material(s) supplied to consumers in Ontario.
- The weight of recovered resources.
- The weight of recovered resources accounted for to meet the producer's management requirements.
- The weight of materials processed from that type of HSP that were:
 - Land disposed,
 - Incinerated,
 - Used as a fuel or a fuel supplement, or
 - Stored, stockpiled, used as daily landfill cover or otherwise deposited on land.

What data needs to be reported? cont.

Producers, or PROs on their behalf, of **paints, coatings and solvents** are required to report the following information from October 1, 2021 to December 31, 2022:

- A list of all collection services provided, including:
- The locations of collection sites,
- If applicable:
 - Curbside collection services,
 - Collection upon request,
 - Collection events, and
 - Call-in collection services.
- Every hauler, processor or disposal facility that is part of their management system.

What data needs to be reported? cont.

Note:

RPRA's Registrar is delaying the performance audit requirement due to the ongoing development of the Hazardous and Special Products Resource Recovery Performance Audit Procedure.

Only performance data is required to be submitted by the September 15 deadline.

The performance audit will be required later in 2023 once the procedure is finalized.

How to log into the Registry as an account admin

The report is completed online through RPRA's Registry.

You can access your Registry account here: registry.rpra.ca

Tips for logging into the Registry for the first time:

- If you don't have an account, click "Don't have an Account? Create a new Account".
- The Registry **will not work** with the Internet Explorer web browser. Google Chrome is the recommended web browser to use.

Tips for logging into an existing Registry account:

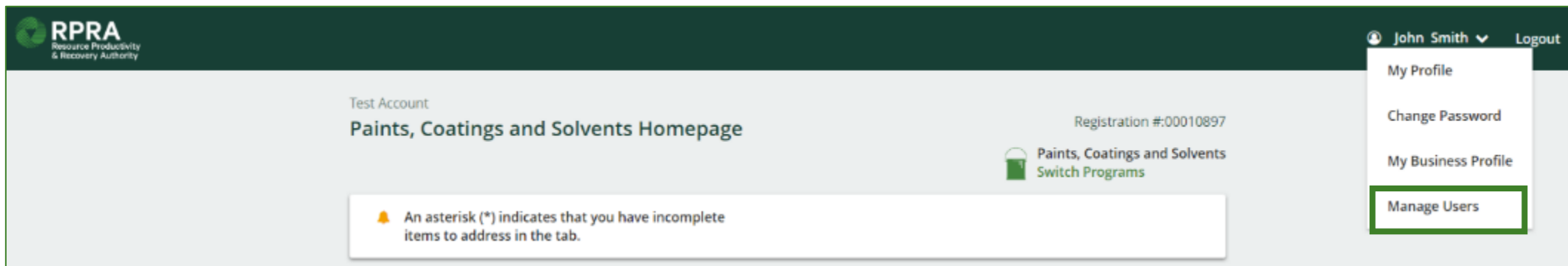
- If you already have an existing Registry account, you do not need to create a new one.
 - Simply log into your existing account, which will bring you to the homepage where you will see all programs you are enrolled in.
 - If you have forgotten your password, click "Forgot Password" on the login screen and follow the instructions provided.
- Watch [this how-to video](#) if you would like to watch step-by-step instructions.

How to manage contacts in your Registry account

Account admins must add any new or manage existing primary contacts under the program they wish to give them access to (e.g., permissions to view and complete reports). Read this [FAQ](#) for more information on user levels in the Registry.

To manage contacts in your Registry account, see the following steps or watch our [how-to video](#):

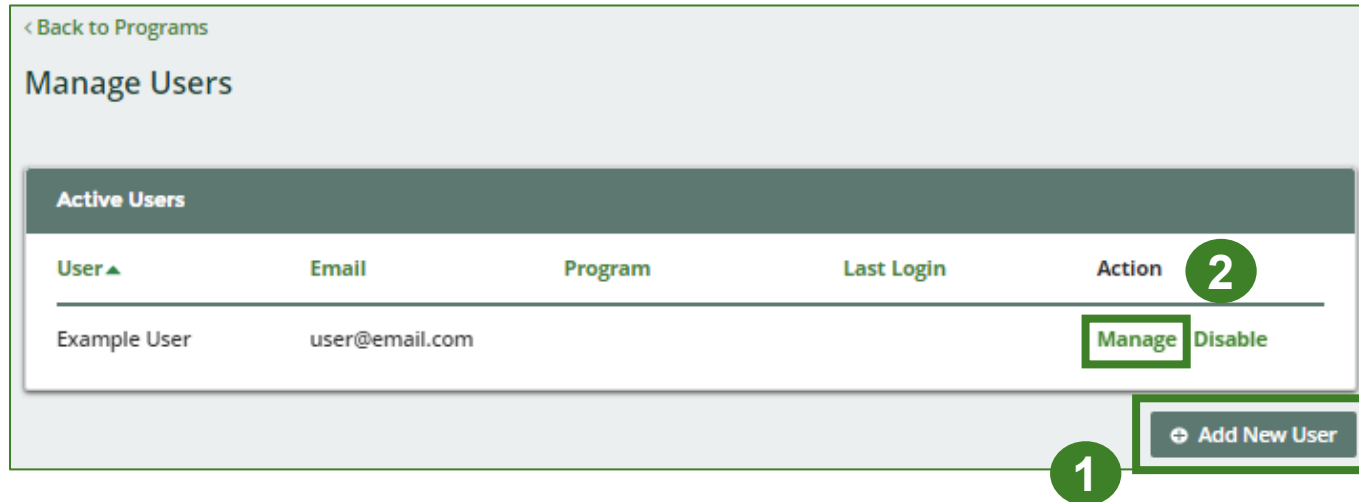
1. Once you are logged into your account, click on the drop-down arrow in the top right corner and select **Manage Users** as shown below.



The screenshot displays the RPRP (Resource Productivity & Recovery Authority) account dashboard. The top navigation bar is dark green with the RPRP logo on the left and the user name 'John Smith' with a dropdown arrow and a 'Logout' link on the right. The main content area is light gray and contains the text 'Test Account', 'Paints, Coatings and Solvents Homepage', and 'Registration #:00010897'. A notification box at the bottom left states: 'An asterisk (*) indicates that you have incomplete items to address in the tab.' On the right side, a dropdown menu is open, listing 'My Profile', 'Change Password', 'My Business Profile', and 'Manage Users'. The 'Manage Users' option is highlighted with a green border. A green circle with the number '1' is positioned to the right of the dropdown menu.

How to manage contacts on your Registry account cont.

1. Click **Add New User** to add an additional user to your account.
2. Under Action, click **Manage** to update preferences of existing users.



< Back to Programs

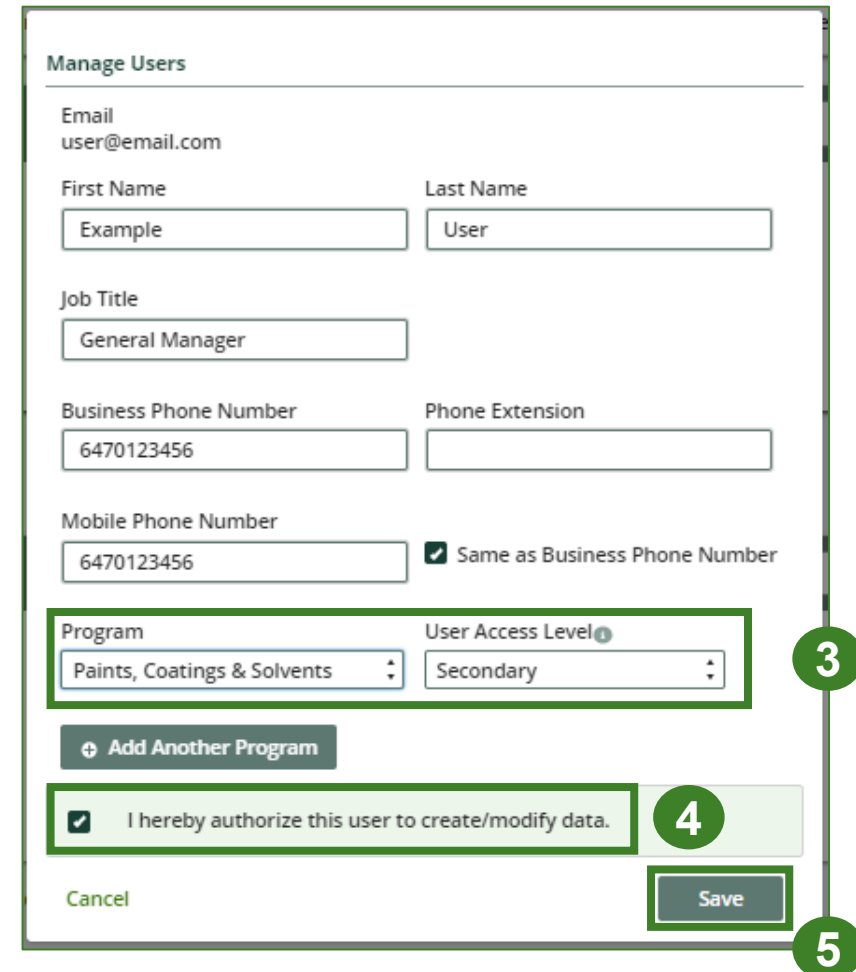
Manage Users

Active Users

User ▲	Email	Program	Last Login	Action 2
Example User	user@email.com			Manage Disable

1 **+ Add New User**

3. To give reporting abilities to a **Primary** or **Secondary** contact, select the program from the drop-down that you would like to grant the user access to.
4. Check the box to authorize the user.
5. Click **Save**.



Manage Users

Email
user@email.com

First Name
Example

Last Name
User

Job Title
General Manager

Business Phone Number
6470123456

Phone Extension

Mobile Phone Number
6470123456 Same as Business Phone Number

Program
Paints, Coatings & Solvents

User Access Level
Secondary

+ Add Another Program

I hereby authorize this user to create/modify data. 4

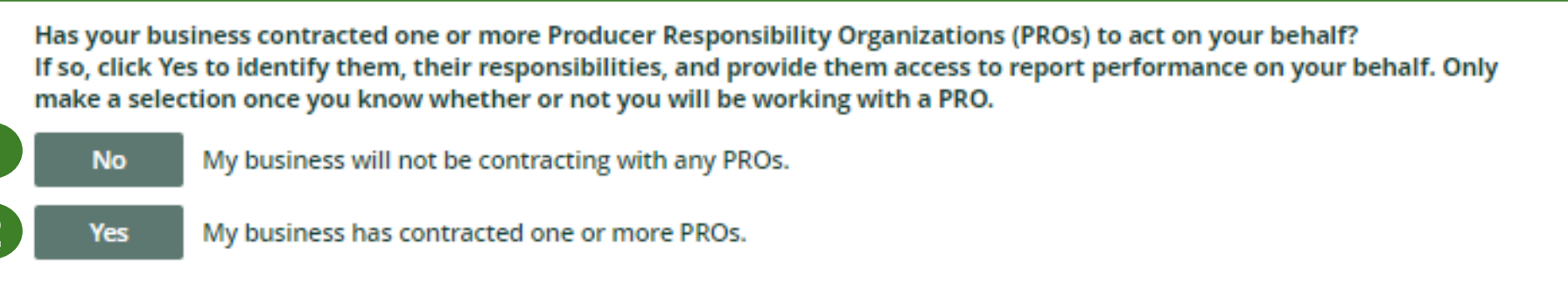
Cancel **Save** 5

How to manage contacts on your Registry account cont.

Adding a PRO to your Registry account

As a producer, you can add a PRO, or multiple, to report on your behalf for Performance Reporting and Management Reporting. From the Pesticides Homepage, you will see the following message to identify a PRO.

1. If you will not be contracting with any PRO, click the **No** button.
2. If you are contracting with one or more PROs to act on your behalf, click the **Yes** button.



Has your business contracted one or more Producer Responsibility Organizations (PROs) to act on your behalf?
If so, click Yes to identify them, their responsibilities, and provide them access to report performance on your behalf. Only make a selection once you know whether or not you will be working with a PRO.

1 My business will not be contracting with any PROs.

2 My business has contracted one or more PROs.

In addition to following these steps, you can learn how to add a PRO to your Registry account by watching this [how-to video](#).

How to manage contacts on your Registry account cont.

Adding a PRO to your Registry account

If you are contracting with one or more PROs to act on your behalf and have clicked the Yes button, you will be taken to another screen to manage reporting responsibilities.

1. Select the PRO that will be reporting on your behalf from the drop-down menu.
2. You will select the **year of service start and end date**. Once you have added them, the PRO will see the reports they are required to complete.
3. To add additional PROs, click **Add PRO**.

The screenshot shows the 'Manage Reporting Responsibilities' form. It is divided into two main sections. The top section is for the current producer, 'Yellow4Green', and includes two dropdown menus for 'Responsible for Performance Report' and 'Responsible for Collection and Management Report', both currently set to 'Reports in part'. The bottom section is for adding new PROs, with a table containing columns for PRO, Service Start Date, Service Stop Date, Materials, and two report responsibility dropdowns. A table with one row is visible, showing 'PwcTest' as the PRO, with service dates from 2-Jan-2023 to 2-Jan-2024, and checked boxes for 'Antifreeze', 'Oil Filters', and 'Oil Containers'. Both report responsibility dropdowns are set to 'Reports in part'. A green box highlights the top section (callout 1), another green box highlights the table (callout 2), and a third green box highlights the 'Add PRO' button (callout 3). At the bottom, there is a confirmation checkbox and 'Cancel' and 'Done' buttons.

1

2

3

How to submit your producer performance report

The next few slides will guide you with entering your collected material(s) data.



Performance report

Accessing your program

1. After logging in, click on the icon for the **Paints, Coatings and Solvents** program on your dashboard.





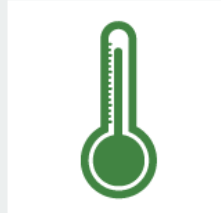




HSPTesting
Programs

▼ Programs You Are Registered In

▼ Digital Reporting Services

You are not registered in any programs from this section.

▼ Producer Responsibility Programs

 Automotive Materials	 Batteries	 Fertilizers	 ITT/AV	 Mercury-Containing Devices
 Paints, Coatings and Solvents	 Pesticides	 Pressurized Containers (Excluding Refillable Propane Containers)	 Refillable Propane Containers	

Performance report

Starting your report

1. Click the **Producer** tab.
2. Under **Action**, click on **Start** to begin completing the Paints, Coatings and Solvents Performance – Producer report.
3. After clicking **Start**, a notice will appear. After reading the notice, click **Proceed**.

Note: Only the roles you are enrolled in will be clickable (e.g., if you are only a producer, you cannot click into the other role tabs.).

HSPTesting
Paints, Coatings and Solvents Homepage
Registration #:00025441
Paints, Coatings and Solvents Switch Programs

An asterisk (*) indicates that you have incomplete items to address in the tab.

Producer * Hauler * Processor Invoices Add Roles

Report	Status	Last Updated By	Action
2023 Paints, Coatings, and Solvents Suppl...	Not Started Due Date: Jul 31, 2023		Start
2022 Paints, Coatings, and Solvents Suppl...	Not Started Due Date: Oct 31, 2022		Start
2021/22 Paints, Coatings, and Solvents Pe...	Not Started Due Date: Jul 31, 2023		Start
2021 Paints, Coatings, and Solvents Suppl...	Not Started Due Date: Nov 30, 2021		Start

Attention

It is an offence if you submit false or misleading information to the Authority.

[Cancel](#) [Proceed](#)

Performance report

Report summary page

Before entering any information, your report status will be listed as **Not Started**, and the **Submit Report** button will be disabled until all sections of the report is complete. If some sections of the report are not applicable, enter **0**.

1. Under **Weight of Materials Collected**, click **Start** to begin entering the total weight of paints, coatings and solvents collected.

HSPTesting
2021/22 Paints, Coatings, and Solvents Performance -
Producer

Report Summary

Weight of Materials Collected

Collected

Total weight of paints, coatings, and solvents collected inside Ontario.

Total Weight Collected	Total Kilograms
Paints and Coatings	
Solvents	
Total	

1 **Start**

Report Status
Not Started

Submit Report

Upload Promotion & Education Report ⓘ

Upload

Submit Report

Make sure to provide all the required data before submitting.

Performance report

Enter your weight of materials collected data

1. Under **Collected**, enter the **Total Kilograms** of paints, coatings and solvents collected.
2. If you did not collect any paints, coatings and solvents, click on the check box for **I did not collect any paints, coatings and solvents**.
3. Click **Save & Next**.

HSPTesting
2021/22 Paints, Coatings, and Solvents Performance -
Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Weight of Materials Collected

Collected

Total weight of paints, coatings, and solvents collected inside Ontario.

Total Weight Collected

Paints and Coatings

Solvents

Total Kilograms

I did not collect any paints, coatings, and solvents.

Clear Form

Save & Next

Performance report

Review your materials collected data

Once you have begun entering in data for your report, your report status will change to **In Progress**. You will not be able to click **Submit Report** until all fields in the report have been completed.

1. Review the kilograms of paints, coatings and solvents collected (entered previously).
2. Click on **Edit** if you need to make a change to the weights.

TopNotchAuto
2021/22 Paints, Coatings, and Solvents Performance -
Producer

Report Summary

Weight of Materials Collected

✓ Collected

Total weight of paints, coatings, and solvents collected inside Ontario.

Total Weight Collected	Total Kilograms
Paints and Coatings	1,000
Solvents	1,000
Total	2,000

Collected data last updated by: Gary Agard on Jul 31, 2023 11:31 a.m.

Edit

Report Status
In Progress

Submit Report

Upload Promotion & Education Report ⓘ

Upload

Submit Report

Make sure to provide all the required data before submitting.

How to submit your producer performance report

The next few slides will guide you with entering recovered processed material(s) data.



Performance report

Enter your data for weight of recovered materials

Once you have begun entering in data for your report, your report status will change to **'In Progress'**. You will not be able to click 'submit report' until all fields in the report have been completed.

1. Click **Start** to begin entering the total weight of recovered materials.

The screenshot displays a web interface for entering data. The main section is titled "Weight of Recovered Materials" and has two tabs: "Paints and Coatings" (selected) and "Solvents". Below the tabs, there is a text prompt: "Input the weight of materials recovered from processing the collected paints and coatings." A table is partially visible with the following structure:

Processed Materials	Total Kilograms
Metal	
Plastic	
Paint	
Other	
Total	

At the bottom right of this section, a green circle with the number "1" is positioned next to a "Start" button, which is highlighted with a green border. To the right of the main input area, a sidebar contains a "Report Status" box showing "In Progress" in blue text. Below that is a "Submit Report" button, which is currently disabled (greyed out). Underneath is a section for "Upload Promotion & Education Report" with an "Upload" button. At the bottom of the sidebar, there is another "Submit Report" button and a note: "Make sure to provide all the required data before submitting."

Performance report

Enter your data for weight of recovered materials cont.

1. Under the **Paints and Coatings** tab, enter the total weight of materials recovered under **Total Kilograms**.
 - If applicable, list any materials included in the **Other** category.
2. Click **Save & Next**.

HSPTesting
2021/22 Paints, Coatings, and Solvents Performance -
Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Weight of Recovered Materials

Paints and Coatings Solvents

Input the weight of materials recovered from processing the collected paints and coatings.

Processed Materials	Total Kilograms
Metal	<input type="text" value="0"/>
Plastic	<input type="text" value="0"/>
Paint	<input type="text" value="0"/>
Other	<input type="text" value="0"/>

List any materials included in the "Other" category (250 characters max.)

[Clear Form](#) [Save & Next](#)

Performance report

Enter your data for weight of recovered materials cont.

1. Under **Total Kilograms**, enter weight of recovered materials.
 - If applicable list any materials included in the “Other” category.
2. Click **Save & Next** to proceed.
3. Click on **Edit** if you need to make a change to the materials recovered weights.

HSPTesting
2021/22 Paints, Coatings, and Solvents Performance -
Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Weight of Recovered Materials

Paints and Coatings Solvents

Input the weight of materials recovered from processing the collected solvents.

Processed Materials

	Total Kilograms
Metal	<input type="text" value="0"/>
Plastic	<input type="text" value="0"/>
Recovered Solvents	<input type="text" value="0"/>
Other	<input type="text" value="0"/>

List any materials included in the “Other” category (250 characters max.)

[Clear Form](#) [Previous](#) [Save & Next](#)

Weight of Recovered Materials

Paints and Coatings Solvents

Input the weight of materials recovered from processing the collected paints and coatings.

Processed Materials	Total Kilograms
Metal	1,000
Plastic	1,000
Paint	1,000
Other	0
Total	3,000

Paints and Coatings data last updated by: HSP Testing on May 10, 2023 11:24 a.m.

[Edit](#)

How to submit your producer performance report

The next few slides will guide you with entering **disposed** material data for processed material(s).



Performance report

Enter your processed material disposal data (paints and coatings)

1. Click **Start** to begin entering the total weight of processed materials.

Processed Material Disposal Data (Paints and Coatings)

Land Disposed Incinerated Used as Fuel Stockpiled

Includes material sent to landfills and dumps.

Land Disposed	Total Kilograms
Metal	
Plastic	
Paint	
Other	
Total	

Start **1**

Performance report

Enter your processed material disposal data (paints and coatings) cont.

1. In each category (**Land Disposed**, **Incinerated**, **Used as Fuel**, **Stockpiled**), enter the total weight of processed materials for each of the material(s) under **Total Kilograms**.
 - If applicable, list any materials included in the **Other** category.

The image displays four sequential screenshots of a web form titled "2021/22 Paints, Coatings, and Solvents Performance - Producer". Each screenshot shows a different tab selected in the "Processed Material Disposal Data (Paints and Coatings)" section. The tabs are: Land Disposed, Incinerated, Used as Fuel, and Stockpiled. Each tab has a "Total Kilograms" field and a "List any materials included in the 'Other' category (250 characters max.)" text area. A checkbox labeled "I did not send any material for [category]" is present at the bottom of each tab. The "Save & Next" button is highlighted in the first screenshot. Green circles with numbers 1, 2, and 3 are overlaid on the screenshots to indicate the steps: 1. Select the category tab. 2. Enter data or check the "I did not send any material" checkbox. 3. Click "Save & Next".

2021/22 Paints, Coatings, and Solvents Performance - Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Paints and Coatings)

Land Disposed Incinerated Used as Fuel Stockpiled

Includes material sent to landfills and dumps.

Land Disposed

	Total Kilograms
Metal	<input type="text" value="0"/>
Plastic	<input type="text" value="0"/>
Paint	<input type="text" value="0"/>
Other	<input type="text" value="0"/>

List any materials included in the "Other" category (250 characters max.)

I did not send any material for land disposal.

Clear Form **Save & Next**

2021/22 Paints, Coatings, and Solvents Performance - Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Paints and Coatings)

✓ Land Disposed **Incinerated** Used as Fuel Stockpiled

Excludes material used as fuel or a fuel supplement.

Incinerated

	Total Kilograms
Metal	<input type="text" value="0"/>
Plastic	<input type="text" value="0"/>
Paint	<input type="text" value="0"/>
Other	<input type="text" value="0"/>

List any materials included in the "Other" category (250 characters max.)

I did not send any material for incineration.

Clear Form Previous **Save & Next**

2021/22 Paints, Coatings, and Solvents Performance - Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Paints and Coatings)

✓ Land Disposed ✓ Incinerated **Used as Fuel** Stockpiled

Material used as fuel or a fuel supplement.

Used as Fuel

	Total Kilograms
Metal	<input type="text" value="0"/>
Plastic	<input type="text" value="0"/>
Paint	<input type="text" value="0"/>
Other	<input type="text" value="0"/>

List any materials included in the "Other" category (250 characters max.)

I did not send any material to be used as fuel.

Clear Form Previous **Save & Next**

Used as Fuel data last updated by: Karim Asad on Jul 14, 2023 11:59 a.m.

2021/22 Paints, Coatings, and Solvents Performance - Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Paints and Coatings)

✓ Land Disposed ✓ Incinerated ✓ Used as Fuel **Stockpiled**

Includes material stored, stockpiled or otherwise deposited on land.

Stockpiled

	Total Kilograms
Metal	<input type="text" value="0"/>
Plastic	<input type="text" value="0"/>
Paint	<input type="text" value="0"/>
Other	<input type="text" value="0"/>

List any materials included in the "Other" category (250 characters max.)

I did not stockpile any material.

Clear Form Previous **Save & Next**

2. For each tab, if you did not send any material for land disposal, incineration, used as fuel or stockpiled, leave the kilograms field blank and click the check box for **I did not send any material**.
3. Click **Save & Next**.

Performance report

Enter your processed material disposal data (paints and coatings) cont.

1. Click on **Edit** if you need to change the previously entered data.
2. Click **Save & Next**.

2021/22 Paints, Coatings, and Solvents Performance -
Producer

Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Paints and Coatings)

Land Disposed Incinerated Used as Fuel Stockpiled

Includes material sent to landfills and dumps.

Land Disposed	Total Kilograms
Metal	1,000
Plastic	1,000
Paint	1,000
Other	0
Total	3,000

Land Disposed data last updated by: Karim Asad on Jul 14, 2023 11:56 a.m.

2021/22 Paints, Coatings, and Solvents Performance -
Producer

Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Paints and Coatings)

Land Disposed Incinerated Used as Fuel Stockpiled

Includes material sent to landfills and dumps.

Land Disposed	Total Kilograms
Metal	<input type="text" value="1000"/>
Plastic	<input type="text" value="1000"/>
Paint	<input type="text" value="1000"/>
Other	<input type="text" value="0"/>

List any materials included in the "Other" category (250 characters max.)

I did not send any material for land disposal.

Land Disposed data last updated by: Karim Asad on Jul 14, 2023 11:56 a.m.

Performance report

Enter your processed material disposal data (solvents)

1. Click **Start** to begin entering the total weight of processed materials.

Processed Material Disposal Data (Solvents)

Land Disposed Incinerated Used as Fuel Stockpiled

Includes material sent to landfills and dumps.

Land Disposed	Total Kilograms
Metal	
Plastic	
Recovered Solvents	
Other	
Total	

Start **1**

Performance report

Enter your processed material disposal data (solvents) cont.

1. In each category (**Land Disposed**, **Incinerated**, **Used as Fuel**, **Stockpiled**), enter the total weight of processed materials for each of the material(s) under **Total Kilograms**.
 - If applicable, list any materials included in the **Other** category.

2021/22 Paints, Coatings, and Solvents Performance - Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Solvents)

Land Disposed Incinerated Used as Fuel Stockpiled

Includes material sent to landfills and dumps.

Land Disposed

	Total Kilograms
Metal	0
Plastic	0
Recovered Solvents	0
Other	0

List any materials included in the "Other" category (250 characters max.)

I did not send any material for land disposal.

Clear Form Save & Next

2021/22 Paints, Coatings, and Solvents Performance - Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Solvents)

✓ Land Disposed **Incinerated** Used as Fuel Stockpiled

Excludes material used as fuel or a fuel supplement.

Incinerated

	Total Kilograms
Metal	0
Plastic	0
Recovered Solvents	0
Other	0

List any materials included in the "Other" category (250 characters max.)

I did not send any material for incineration.

Clear Form Previous Save & Next

2021/22 Paints, Coatings, and Solvents Performance - Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Solvents)

✓ Land Disposed ✓ Incinerated **Used as Fuel** Stockpiled

Material used as fuel or a fuel supplement.

Used as Fuel

	Total Kilograms
Metal	0
Plastic	0
Recovered Solvents	0
Other	0

List any materials included in the "Other" category (250 characters max.)

I did not send any material to be used as fuel.

Clear Form Previous Save & Next

2021/22 Paints, Coatings, and Solvents Performance - Producer
Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Solvents)

✓ Land Disposed ✓ Incinerated ✓ Used as Fuel **Stockpiled**

Includes material stored, stockpiled or otherwise deposited on land.

Stockpiled

	Total Kilograms
Metal	0
Plastic	0
Recovered Solvents	0
Other	0

List any materials included in the "Other" category (250 characters max.)

I did not stockpile any material.

Clear Form Previous Save & Next

2. For each tab, if you did not send any material for land disposal, incineration, used as fuel or stockpiled, leave the kilograms field blank and click the check box for **I did not send any material**.

3. Click **Save & Next**.

Performance report

Enter your processed material disposal data (solvents) cont.

1. Click on **Edit**, if you need to make changes to the refillable data (**Land Disposed, Incinerated, Used as Fuel, Stockpiled**) previously entered.
2. Click **Save & Next** to proceed.

2021/22 Paints, Coatings, and Solvents Performance - Producer

Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Solvents)

Land Disposed Incinerated Used as Fuel Stockpiled

Includes material sent to landfills and dumps.

Land Disposed	Total Kilograms
Metal	1,000
Plastic	1,000
Recovered Solvents	1,000
Other	0
Total	3,000

Land Disposed data last updated by: Karim Asad on Jul 14, 2023 12:45 p.m.

1

2021/22 Paints, Coatings, and Solvents Performance - Producer

Enter your data and click **Save & Next** to move to the next reporting screen.

Processed Material Disposal Data (Solvents)

Land Disposed Incinerated Used as Fuel Stockpiled

Includes material sent to landfills and dumps.

Land Disposed	Total Kilograms
Metal	<input type="text" value="1000"/>
Plastic	<input type="text" value="1000"/>
Recovered Solvents	<input type="text" value="1000"/>
Other	<input type="text" value="0"/>

List any materials included in the "Other" category (250 characters max.)

I did not send any material for land disposal.

Land Disposed data last updated by: Karim Asad on Jul 14, 2023 12:45 p.m.

2

How to submit your producer performance report

The next few slides will guide you with **submitting** your producer reports.



Performance report

Submit your report

1. Click on **Upload** to add your promotion and education report.
 - For more information on what to include in the promotion and education report, visit our [website](#).
2. Under **Report Summary**, you can review the data previously entered and click **Edit** if you need to make changes.

TopNotchAuto
2021/22 Paints, Coatings, and Solvents Performance -
Producer

Report Status
In Progress

Submit Report

Upload Promotion & Education Report ⓘ

Upload

Submit Report

Make sure to provide all the required data before submitting.

Report Summary

Weight of Materials Collected

✓ Collected

Total weight of paints, coatings, and solvents collected inside Ontario.

Total Weight Collected	Total Kilograms
Paints and Coatings	1,000
Solvents	1,000
Total	2,000

Collected data last updated by: Gary Agard on Jul 31, 2023 11:31 a.m.

Edit

Performance report

Submit your report cont.

1. Click on **Submit Report** once you are finished reviewing and are ready to submit.

TopNotchAuto
2021/22 Paints, Coatings, and Solvents Performance -
Producer

Report Summary

Weight of Materials Collected

✓ Collected

Total weight of paints, coatings, and solvents collected inside Ontario.

Total Weight Collected	Total Kilograms
Paints and Coatings	1,000
Solvents	1,000
Total	2,000

Collected data last updated by: Gary Agard on Jul 31, 2023 11:31 a.m.

Edit

Report Status
In Progress

Submit Report

File has been successfully uploaded

Promotion & Education Report ⓘ

P&E Report.pdf

Remove

Replace

Submit Report

Make sure to provide all the required data before submitting.

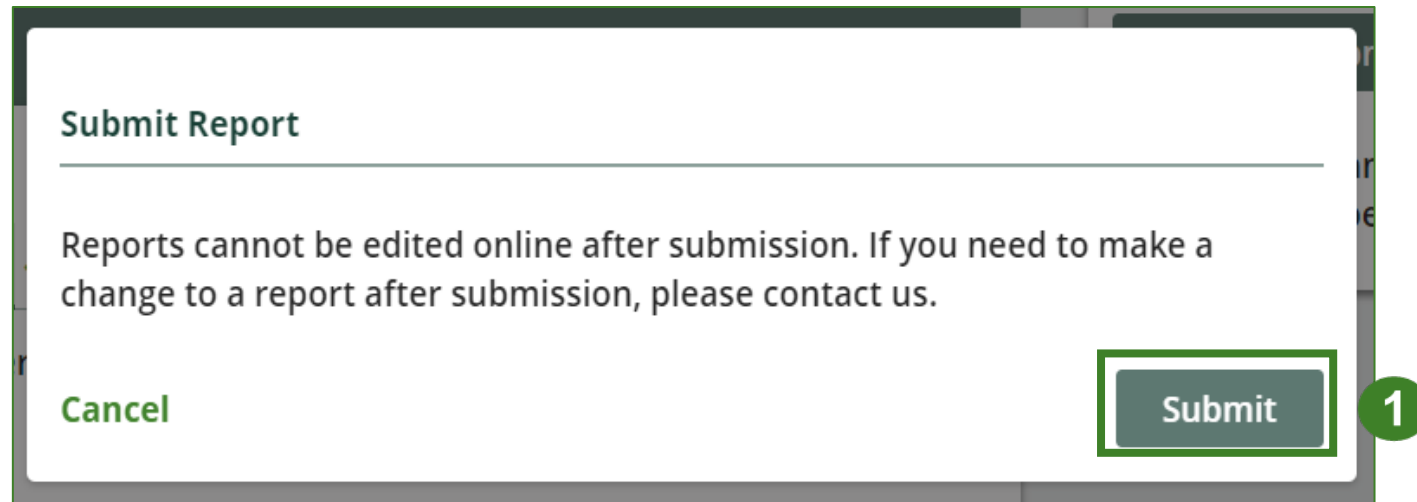
1

Performance report

Submit your report cont.

1. After clicking on **Submit Report**, the below notice will appear. After reading the notice, click **Submit**.

Note: Once the report is submitted you are not able to make any changes.



Performance report

View submitted report(s)

1. On the **Paints, Coatings and Solvents Homepage**, under the **Producer** tab, your Paints, Coatings and Solvents Performance – Producer report status should show **Submitted**, and who it was last updated by.
2. Under Action, you can either click **View** or **Download** to review and save your report submission.

HSPTesting
Paints, Coatings and Solvents Homepage
Registration #:00025441
Paints, Coatings and Solvents Switch Programs

An asterisk (*) indicates that you have incomplete items to address in the tab.

Producer * Hauler * Processor Invoices Add Roles

Report	Status	Last Updated By	Action
2023 Paints, Coatings, and Solvents Suppl...	Not Started Due Date: Jul 31, 2023		Start
2022 Paints, Coatings, and Solvents Suppl...	Not Started Due Date: Oct 31, 2022		Start
2021/22 Paints, Coatings, and Solvents Pe...	Submitted May 10, 2023 12:52 p.m.	HSP Testing	View Download
2021 Paints, Coatings, and Solvents Suppl...	Not Started Due Date: Nov 30, 2021		Start

Additional resources



Have a question?

Resources to help you submit your report(s):

- Visit our [HSP producer webpage](#) for additional information on reporting requirements.
- For support with navigating the Registry and meeting your regulatory requirements, visit our [HSP Registry Resources webpage](#) to access registry procedures, compliance bulletins, how-to videos, FAQs and more.
- If you have further questions that are not answered in this guide, contact the Compliance Team at registry@rpra.ca or call 1-833-600-0530.