

PFAS Reporting Information System for Manufacturers (PRISM) Reporting Guidance

December 2025

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Introduction

What is PRISM?

The [IC2 PFAS Reporting Information System for Manufacturers \(PRISM\)](#) is an online platform that supports reporting of information on the presence of intentionally added PFAS in products required by [Amara's Law](#) administered by the [Minnesota Pollution Control Agency](#).

Note: PRISM is optimized for Chrome and may not work with other browsers.

PRISM is a web application built by the Interstate Chemicals Clearinghouse (IC2), a program of the [Northeast Waste Management Officials' Association \(NEWMOA\)](#). Project funding was provided by the [Minnesota Pollution Control Agency](#).

PRISM is a project of the Interstate Chemicals Clearinghouse (IC2), an association of state, local, and tribal governments that promotes a clean environment, healthy communities, and a vital economy through the development and use of safer chemicals and products. The IC2 is a program of the Northeast Waste Management Officials' Association (NEWMOA), which provides management and staff support for IC2 and serves as its fiscal agent. Broadly, PRISM provides the following functions and features:

- **Registration:** Create a new user account and company; validate your email address and log in; and reset a forgotten password.
- **Manage:**
 - **My profile:** View and update username, job title, contact information, security questions.
 - **My company:** View and update company name and address. View and approve or deactivate user accounts associated with your company. Request authority to submit on behalf of another company and accept, reject, and assign authority to submit on behalf of your company.
 - **Change password:** Change your PRISM password.
- **Reports:**
 - **Create a Report:** Create and submit a report to the Minnesota Pollution Control Agency.
 - **View & Edit Draft Reports:** View, edit, and save copies of draft reports created for your company. Also view and copy submitted and published reports.
 - **Search Product Category Data:** Search, filter, sort, and download reported information.
- **Help:**
 - **About Prism:** Learn more about PRISM.
 - **FAQ:** Get answers to common questions about PRISM.
 - **User Guides:** Find the most recent version of this reporting guide and the Search Guide.
 - **Report Validation Rules:** Access the data format rules for reporting.

This reporting guide provides instructions for using the functions and features listed above.

IMPORTANT: PRISM is optimized for the Chrome browser. It should work with Edge, Firefox, and Safari but is not guaranteed to operate using Internet Explorer (IE). If you are not using Chrome and are having trouble, please install and try Chrome before asking for technical support.

Who to contact about PRISM?

For PRISM technical questions or support, please email prism@theic2.org. For more information about Minnesota reporting requirements, visit [Reporting PFAS in products](#), and contact pfasreporting.pca@state.mn.us

Registration

Create a New Account

1. Navigate to <https://prism.theic2.org>. Click on the [Register](#) link. It is located below the Log in button and in the upper-right corner of the page.

PFAS Reporting Information System for Manufacturers (PRISM)

2. Complete part 1 by entering user information. Be sure to enter and re-enter your password. Your password must be a minimum of 6 characters and include at least one of each of the following: upper case letter, lower case letter, number, and special character.

PFAS Reporting Information System for Manufacturers (PRISM)

3. Complete part 2 by selecting and providing answers for three security questions.

PFAS Reporting Information System for Manufacturers (PRISM)

The screenshot shows the 'Register' page of the PFAS Reporting Information System for Manufacturers (PRISM). The page has a purple header with navigation links: Home, Reports, Manage, and Help. On the right side of the header are links for Register and Log In. The main content area is titled 'Register' and 'Create a new account.' It features a progress bar with three steps: 1. User Info, 2. Security Questions, and 3. Company Info. The 'Security Questions' step is currently active and highlighted in blue. Below the progress bar, there are three security questions, each with a dropdown menu and a text input field: 'What was your childhood nickname?', 'What is the name of the place your wedding reception was held?', and 'What was the color of your first car?'. At the bottom of the form is a red 'Register' button.

4. Complete part 3 by selecting a company that is already registered within PRISM (first radio button) or entering company information to register a new company (second radio button).

PFAS Reporting Information System for Manufacturers (PRISM)

The screenshot shows the 'Register' page of the PFAS Reporting Information System for Manufacturers (PRISM), specifically the 'Company Info' section. The page has a purple header with navigation links: Home, Reports, Manage, and Help. On the right side of the header are links for Register and Log In. The main content area is titled 'Register' and 'Create a new account.' It features a progress bar with three steps: 1. User Info, 2. Security Questions, and 3. Company Info. The 'Company Info' step is currently active and highlighted in blue. Below the progress bar, there is a question: 'Is your Company already registered?'. There are two radio buttons: the first is selected and labeled 'Yes, Search and select from registered Companies', and the second is labeled 'No, I want to register a new company'. Below the radio buttons is a search bar with the placeholder text 'Search by name or pin...'. A dropdown menu is open, showing a list of registered companies with their names and PINs. The first company listed is '24/7 INTERNATIONAL LLC (fama77b4)'. Other companies listed include '3M Company (av4surgn)' and '5th Season, Inc. (h3rmehh)'. At the bottom of the form is a red 'Register' button.

Home Reports Manage Help Register Login

Register

Create a new account.

1. User Info

2. Security Questions

3. Company Info

Is your Company already registered?
☐ Yes, Search and select from registered Companies

☒ No, Register new Company

Company Name

DUNS Number

NAICS Code
 Search by NAICS code...

or

SIC Code
 Search by SIC code...

Mailing Address

Country
 United States of America

Address Line 1

Address Line 2

City State/Province Postal Code
 Search by name or enter...

Physical Address ☒ same as mailing address

Register

5. Error messages will display directly below any required fields that you have not completed. You must resolve all errors before you can register.

Home Reports Manage Help Register Login

Register

Create a new account.

1. User Info

2. Security Questions

3. Company Info

Is your Company already registered?
☐ Yes, Search and select from registered Companies

☒ No, Register new Company

Company Name

DUNS Number
 123456789

NAICS Code
 Search by NAICS code...
 Must enter valid NAICS Code

or

SIC Code
 Search by SIC code...
 Must enter valid SIC Code

Mailing Address

Country
 United States of America

Address Line 1
 Required

Address Line 2

City State/Province Postal Code
 Required

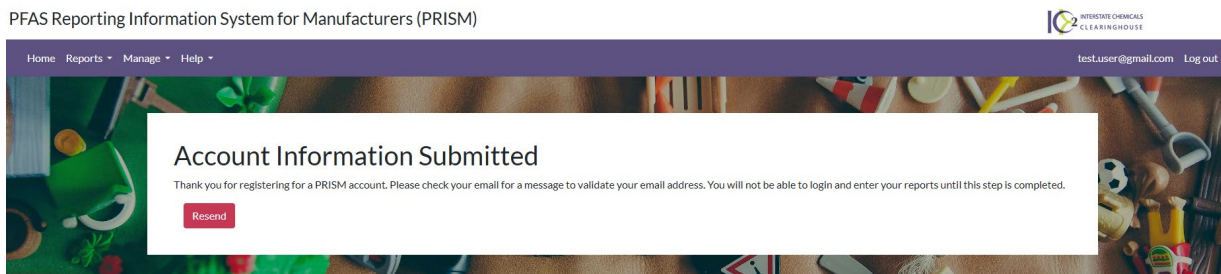
Physical Address ☒ same as mailing address

6. After you provide all required information, click the Register button.

Validate Your Email Address and Log in

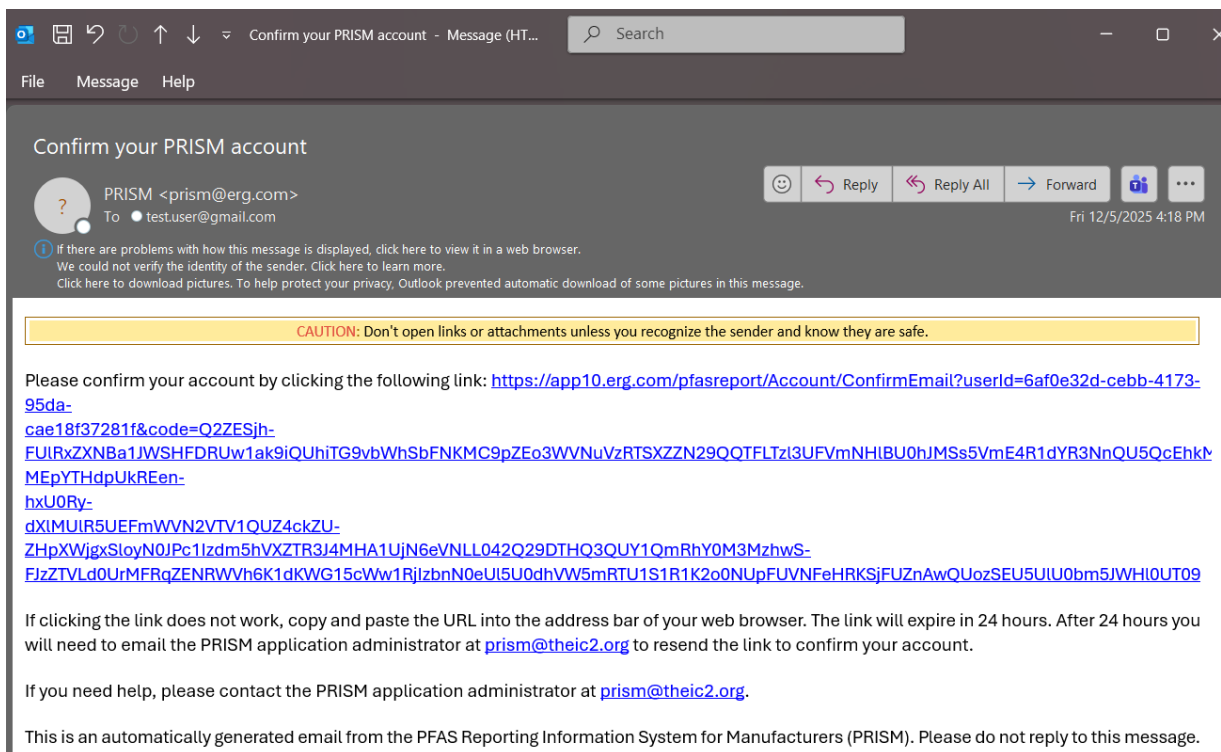
1. Upon clicking the Register button, PRISM will send an email to validate the email address provided during registration. You will not be able to log in until you have completed this step. If you do not receive an email to validate your email address, you may click the Resend button to have the email sent again. If you still do not see the email after clicking the Resend button, be sure to check your spam/junk folders. Note, to ensure account security, the link to validate your email address will expire 24 hours after it is sent.

PFAS Reporting Information System for Manufacturers (PRISM)



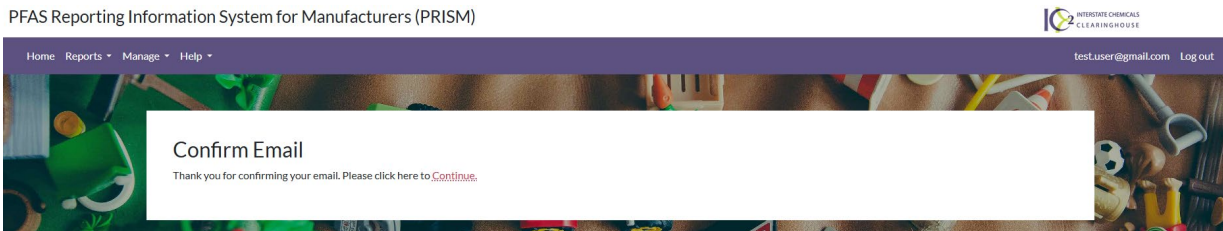
IMPORTANT: Some companies have a difficult time receiving the automated PRISM emails. If the emails are located in your spam/junk folder, please mark **prism@theic2.org** as a trusted sender and request a new confirmation link. If they are not, we have methods to troubleshoot. Please contact a PRISM Administrator at prism@theic2.org.

2. Check your email for a message to validate your email address. Click on the link provided in the email. You will not be able to log in until you complete this step.



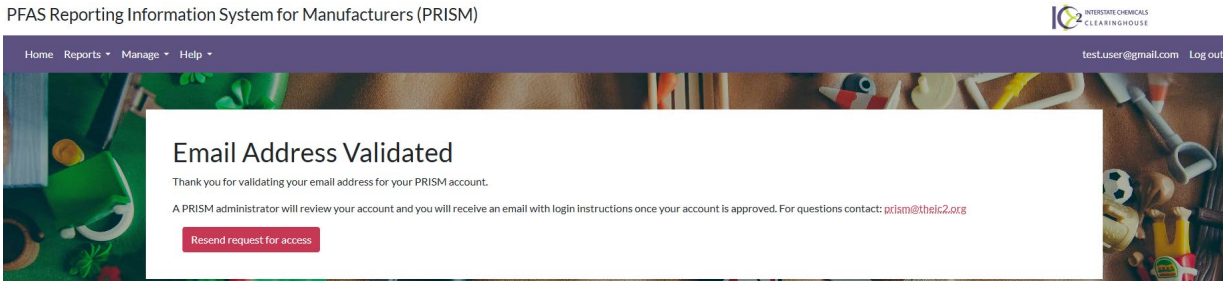
3. Upon clicking the link provided in the email, you will be directed to PRISM and will see a message that your email address has been confirmed.

PFAS Reporting Information System for Manufacturers (PRISM)

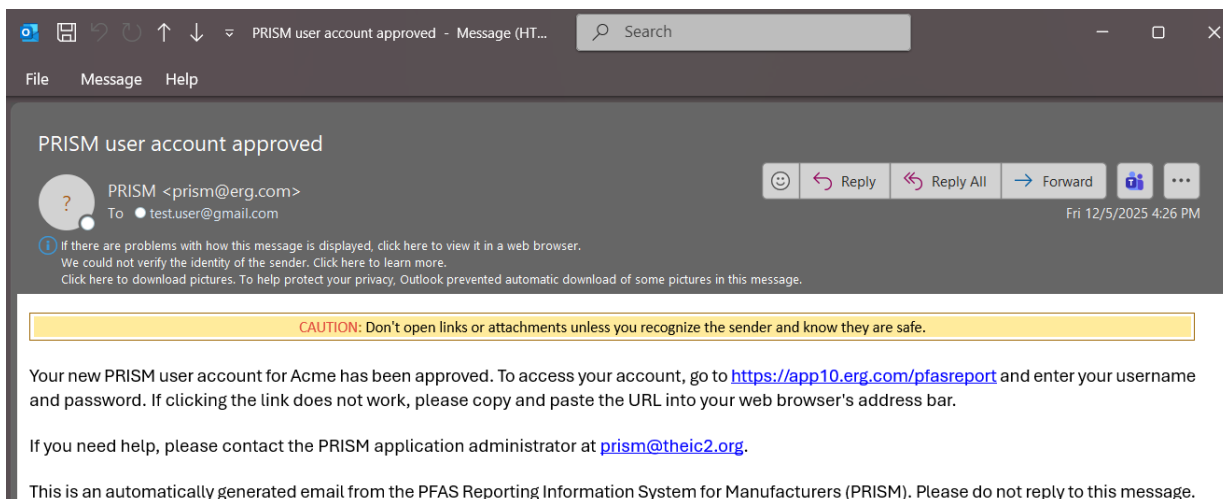


4. Click Continue and the page will display a message that a PRISM administrator will review your account. You will receive an email with login instructions after a PRISM administrator approves your account. Please allow at least two business days for account approval. (If you are creating a new user account for an existing company account, another user for your company must approve your account.) If you do not receive an email message alerting you that your account has been approved, you may click the Resend Request for Access button to have the request for access email sent again.

PFAS Reporting Information System for Manufacturers (PRISM)



5. Check your email for a message indicating that your PRISM user account is active, with login instructions.



6. To log in to your new user account, click on the link provided in the email or go directly to <https://prism.theic2.org>, enter your email and password, and click Log in.

PFAS Reporting Information System for Manufacturers (PRISM)



Forgot Your Password

1. Navigate to <https://prism.theic2.org>. Click on the [Forgot your password?](#) link. It is located below the Log in button.

PFAS Reporting Information System for Manufacturers (PRISM)



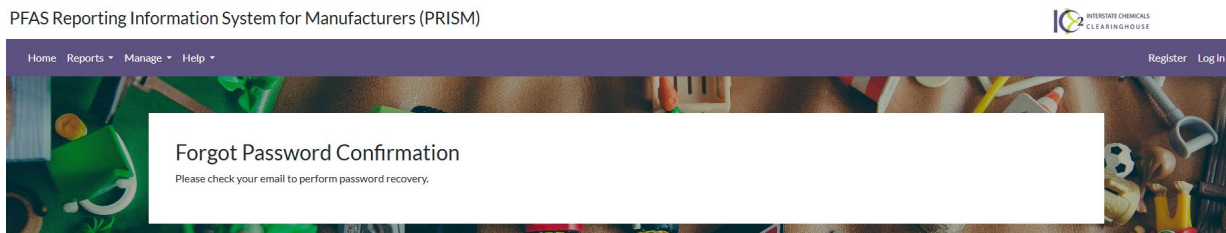
2. Enter the email address associated with your user account and click the Email Link button.

PFAS Reporting Information System for Manufacturers (PRISM)

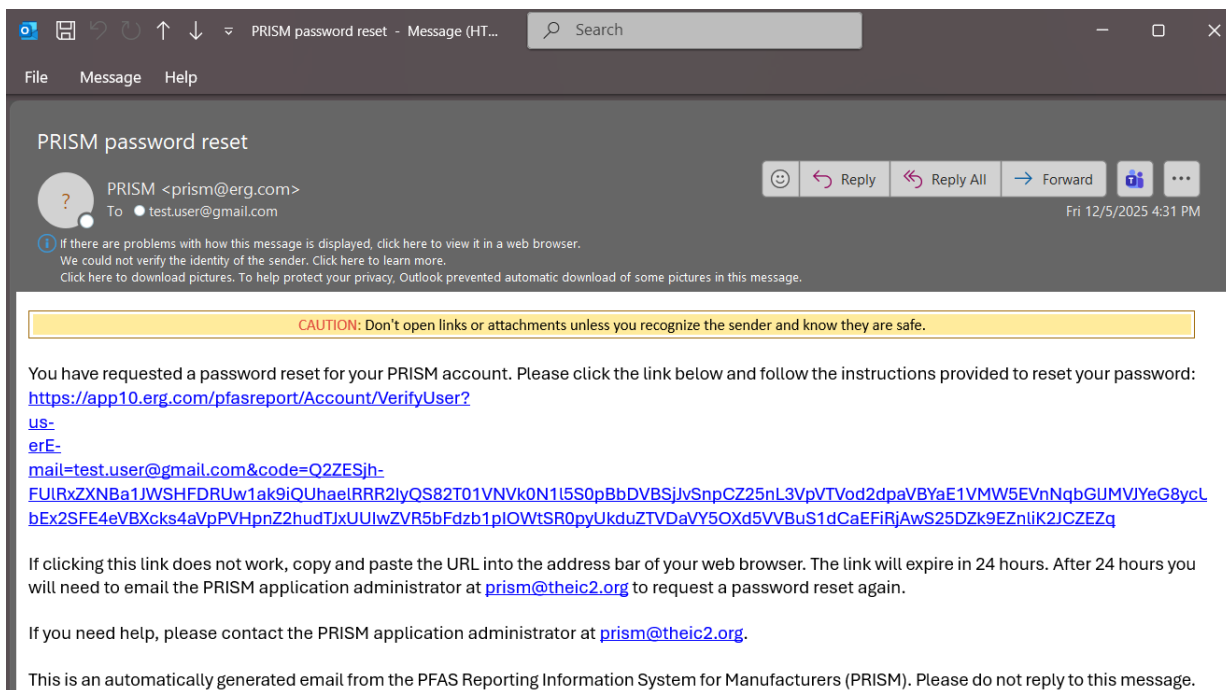


3. You will see a forgot password confirmation message.

PFAS Reporting Information System for Manufacturers (PRISM)

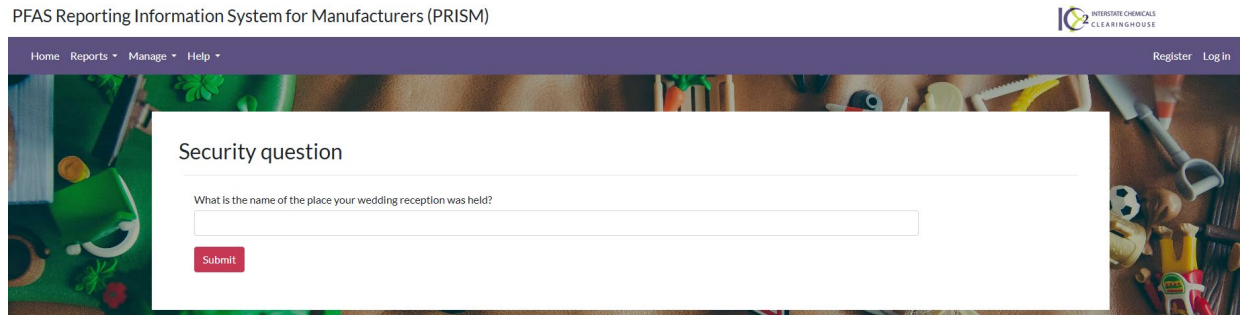


4. Check your email for a message about how to reset your account password.



5. Upon clicking the link provided in the email, you will be directed to PRISM, where you must answer one of the security questions that you specified during account registration. Enter the answer to the security question and click the Submit button.

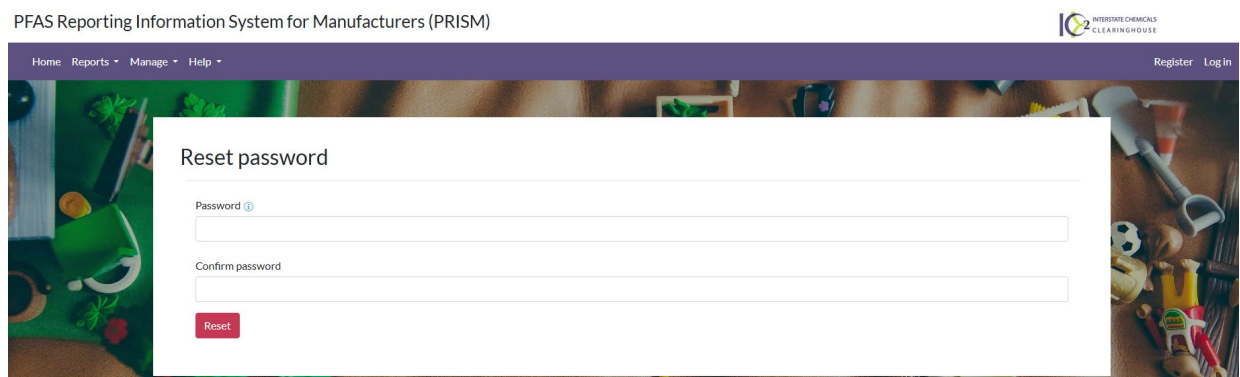
PFAS Reporting Information System for Manufacturers (PRISM)



The screenshot shows the PRISM web application interface. At the top, there is a purple navigation bar with the text "PFAS Reporting Information System for Manufacturers (PRISM)" on the left and "Register Log In" on the right. Below the navigation bar is a header image showing various toys. In the center, there is a white box titled "Security question". Inside this box, there is a text input field with the placeholder text "What is the name of the place your wedding reception was held?". Below the input field is a red "Submit" button.

6. Enter and then reenter a new password and click the Reset button. You cannot use the same password more than once.

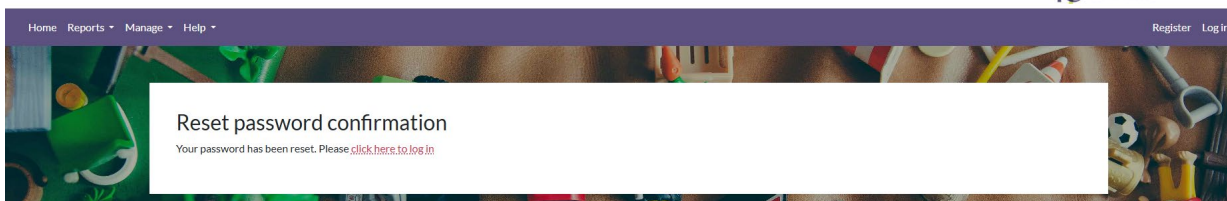
PFAS Reporting Information System for Manufacturers (PRISM)



The screenshot shows the PRISM web application interface. At the top, there is a purple navigation bar with the text "PFAS Reporting Information System for Manufacturers (PRISM)" on the left and "Register Log In" on the right. Below the navigation bar is a header image showing various toys. In the center, there is a white box titled "Reset password". Inside this box, there are two text input fields. The first field is labeled "Password" and the second field is labeled "Confirm password". Below the input fields is a red "Reset" button.

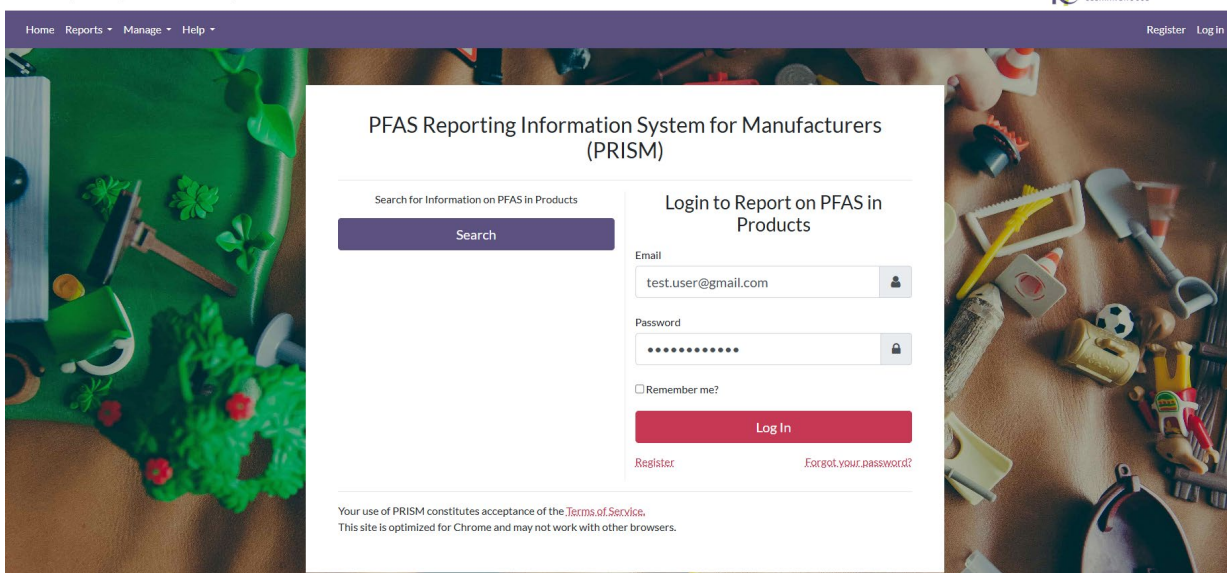
7. You will see a message confirming that your password has been reset. Click the link to log in.

PFAS Reporting Information System for Manufacturers (PRISM)



8. Log in to PRISM by entering your email address and new password and then clicking the Log in button.

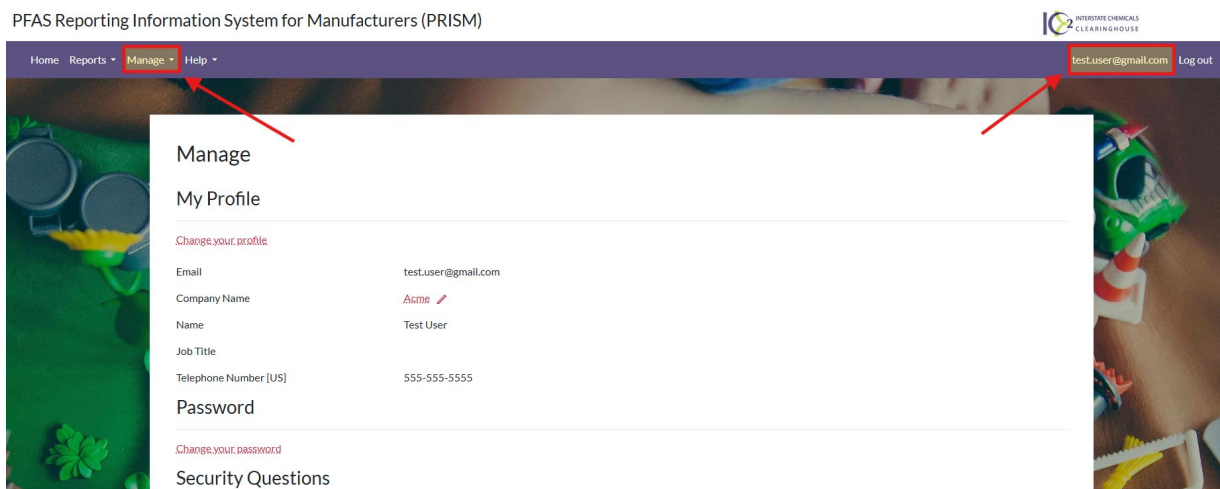
PFAS Reporting Information System for Manufacturers (PRISM)



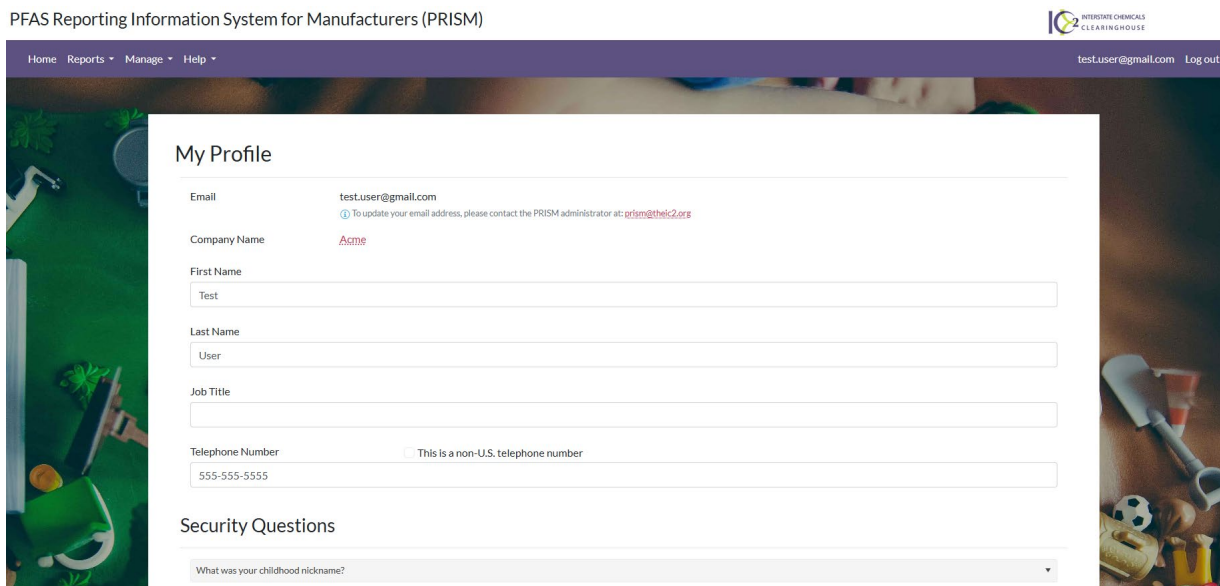
Manage

My Profile

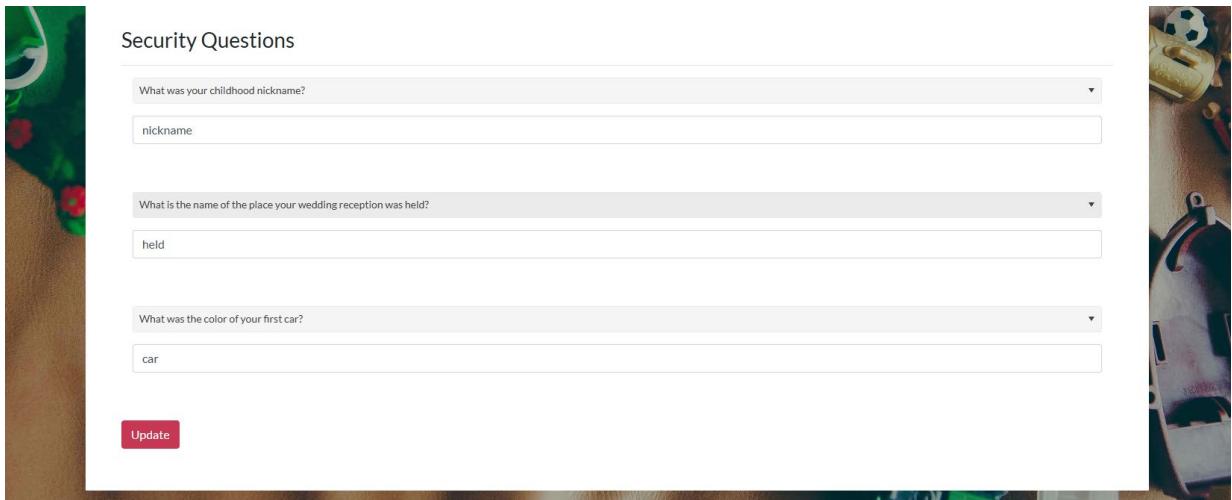
1. To view and edit your profile information, click Manage from the top navigation and then My Profile from the menu or use this direct link: <https://pfas.theic2.org/Manage>. You can also click the linked user and company name in the upper-right corner of the page.



2. Click the “Change your profile” link to edit your name, job title, and telephone number. Note that you cannot update your email address on this page. To update your email address, please email the PRISM administrator at prism@theic2.org



3. Scroll down on this page to make changes to your security questions. Here you can edit answers to your existing security questions or select new security questions and provide new answers.



The screenshot shows a 'Security Questions' form with three questions, each with a dropdown menu and a text input field. The first question is 'What was your childhood nickname?' with the answer 'nickname'. The second question is 'What is the name of the place your wedding reception was held?' with the answer 'held'. The third question is 'What was the color of your first car?' with the answer 'car'. A red 'Update' button is located at the bottom left of the form.

Security Questions

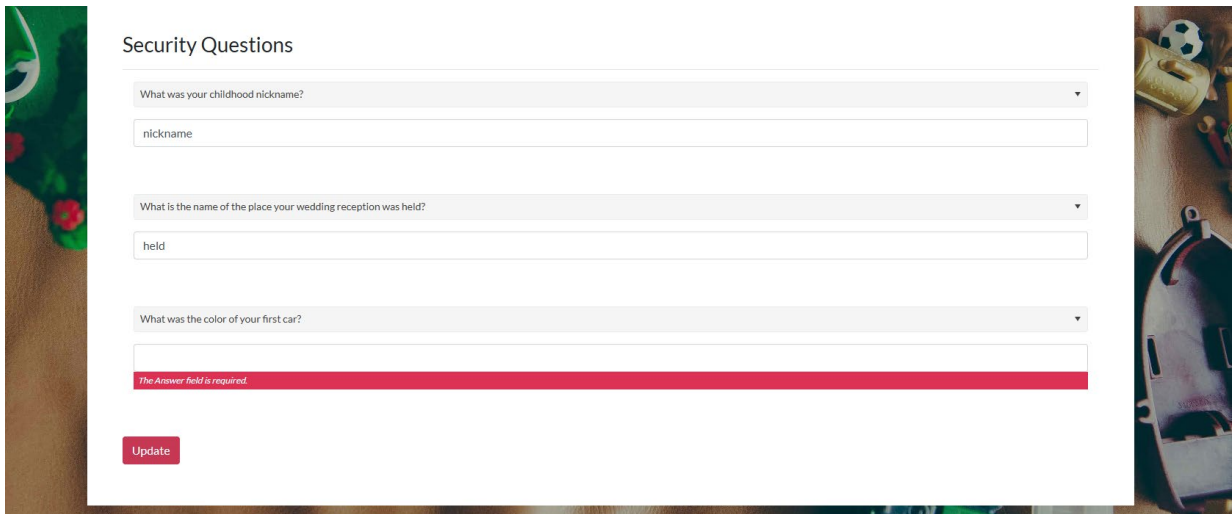
What was your childhood nickname?

What is the name of the place your wedding reception was held?

What was the color of your first car?

[Update](#)

4. Once you are finished making changes to the My Profile page, click the Update button to save your changes. Error messages will display directly below any required fields that you have not completed, or that have other errors. You must resolve all errors before you can update your profile.



The screenshot shows the same 'Security Questions' form, but the third question, 'What was the color of your first car?', has an empty text input field. A red error message, 'The Answer field is required.', is displayed below the empty field. The 'Update' button remains at the bottom left.

Security Questions

What was your childhood nickname?

What is the name of the place your wedding reception was held?

What was the color of your first car?

The Answer field is required.

[Update](#)

My Company

To view and edit your company information, click Manage from the top navigation and then My Company from the menu or use this direct link: <https://prism.theic2.org/Manage/MyOrganization>.

PFAS Reporting Information System for Manufacturers (PRISM)

INTERSTATE CHEMICALS
CLEARINGHOUSE

Home Reports Manage Help

test.user@gmail.com Log out

Manage - Acme

My Company User Accounts for My Company Associations

Company Name
Acme

Company ID (PIN)
NDCB012J

DUNS Number
123456789

NAICS Code
Search by NAICS code...

or

SIC Code
1796

Public Contact
Test User

1. On the My Company tab, you can view and edit your company name, [DUNS number](#), and mailing and physical address details. You can also change the public contact for your company by selecting a user from the Public Contact drop-down list. Each company in PRISM must have a designated public contact. The public contact should be the person at your company who can answer questions from members of the public regarding the information reported by your company. The public contact's name, title, and contact information will be publicly disclosed with all company reports.

Please note that the first user created for a company is, by default, the company's public contact. We recommend that companies register at least two users for their company.

PFAS Reporting Information System for Manufacturers (PRISM)

INTERSTATE CHEMICALS
CLEARINGHOUSE

Home Reports Manage Help

test.user@gmail.com Log out

Manage - Acme

My Company User Accounts for My Company Associations

Company Name
Acme

Company ID (PIN)
NDCB012J

DUNS Number
123456789

NAICS Code
Search by NAICS code...

or

SIC Code
1796

Public Contact
Test User

2. Once you are finished making changes on the My Company tab, click the Save button to save your changes. Error

messages will display directly below any required fields that you have not completed, or that have other errors. You must resolve all errors before you can save your changes.

NAICS Code

Search by NAICS code...

or

SIC Code

Search by SIC code...

Must enter either NAICS or SIC

Public Contact

Test User

Billing Contact

Test User

Mailing Address

Country

United States of America

Address, Line 1

1 Main St

Address, Line 2

City

Anytown

State/ Province

Minnesota

Postal Code

12345

Physical Address

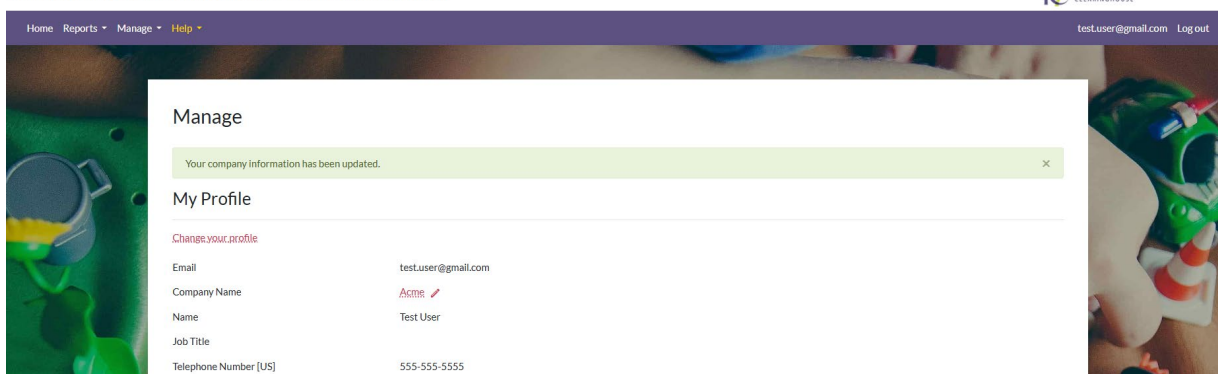
☒ same as mailing address

Save

3. Once saved, you will see a confirmation message that your company information has been updated.

PFAS Reporting Information System for Manufacturers (PRISM)

PERFORMER CHEMICALS
CLEARINGHOUSE



User Accounts for My Company

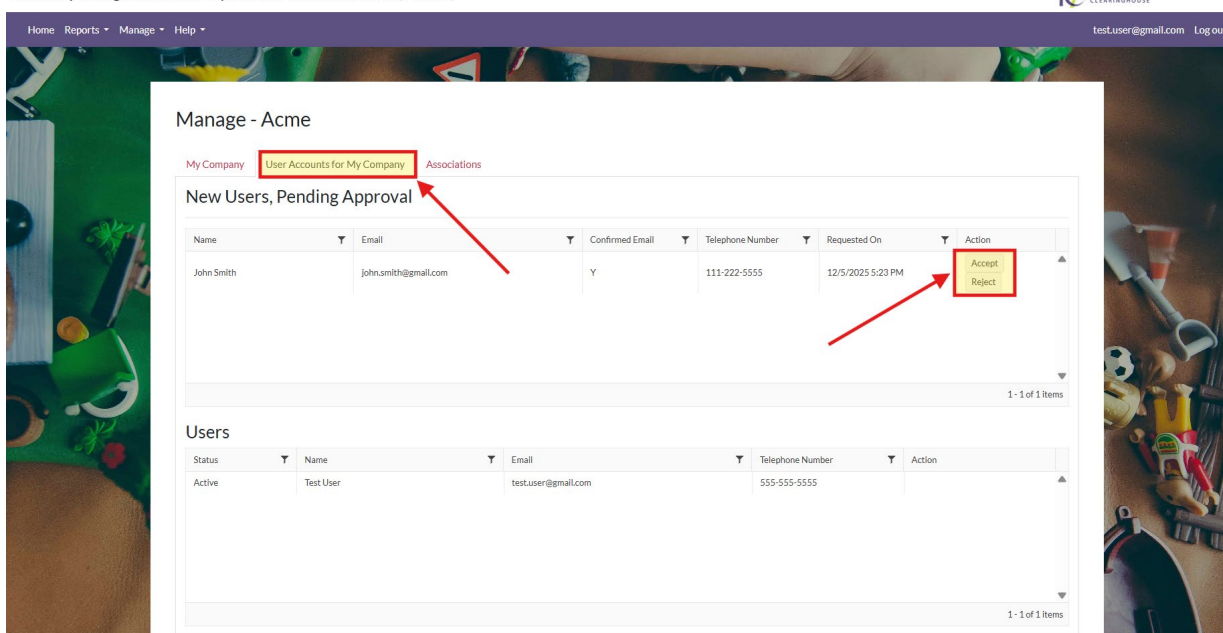
New User, Pending Approval

The New Users, Pending Approval table displays all new users that have requested to have user privileges for your company but have not been approved by an existing user.

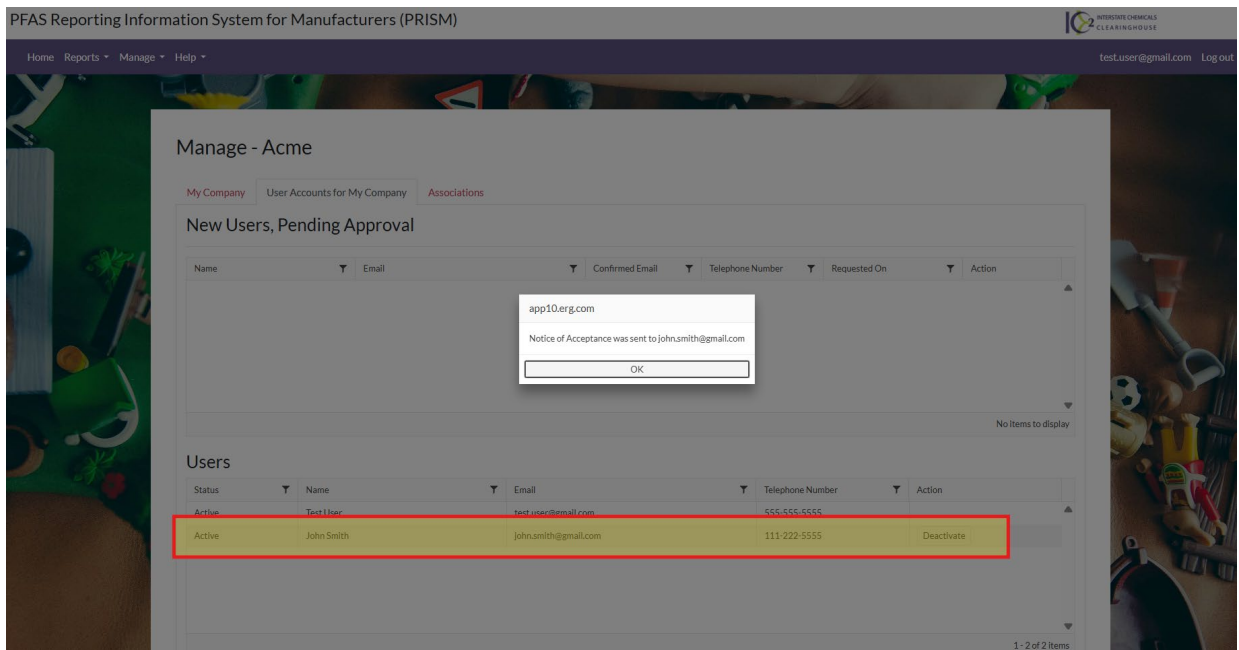
1. User details are displayed in the table. Click the Accept button to allow a requestor to have user privileges for your company. Reject any requestor you do not recognize, or that should not be users for your company.

PFAS Reporting Information System for Manufacturers (PRISM)

PERFORMER CHEMICALS
CLEARINGHOUSE



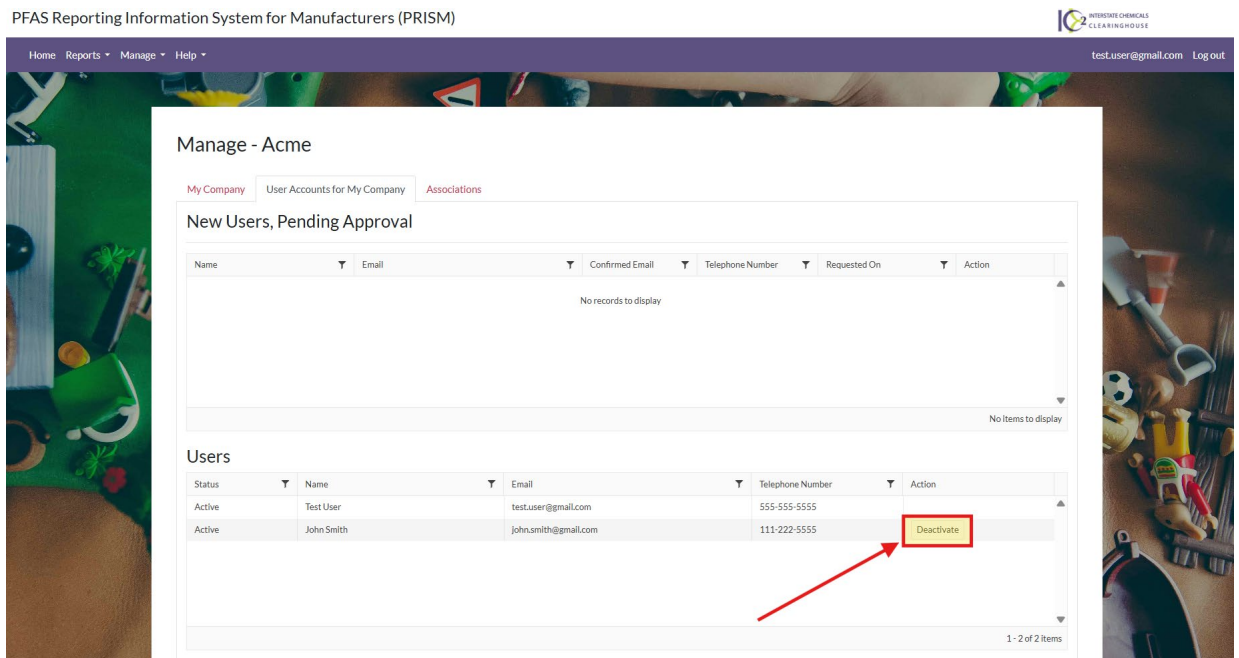
2. Once you click the Accept button, you will see a confirmation message that a notice of acceptance was sent to the new user. The new user will now appear in the second table on the User Accounts for My Company tab.



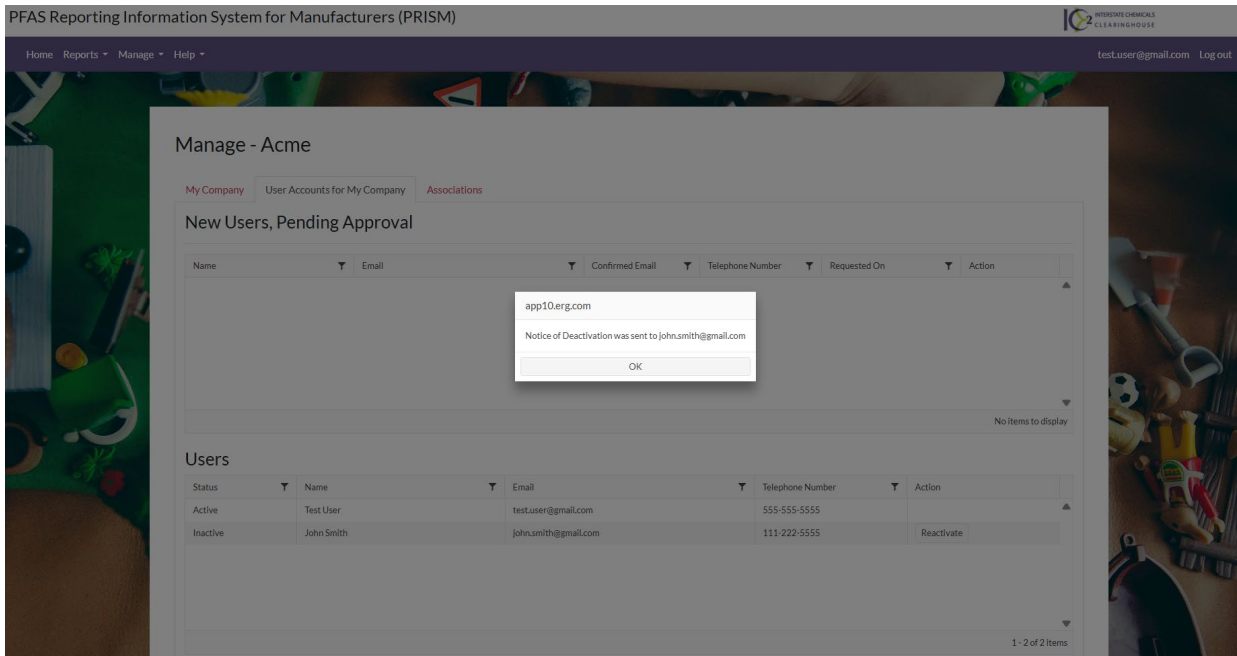
Users

The User table displays all active and inactive users for your company. Staff turnover is common; we recommend that companies have at least two active users. *Note, PRISM does not allow the user designated as the public contact to be deactivated. If you are unable to deactivate a user for your company, make sure that the user is not the public contact. If the user you want to deactivate is the public contact, you must first assign a new public contact for your company.*

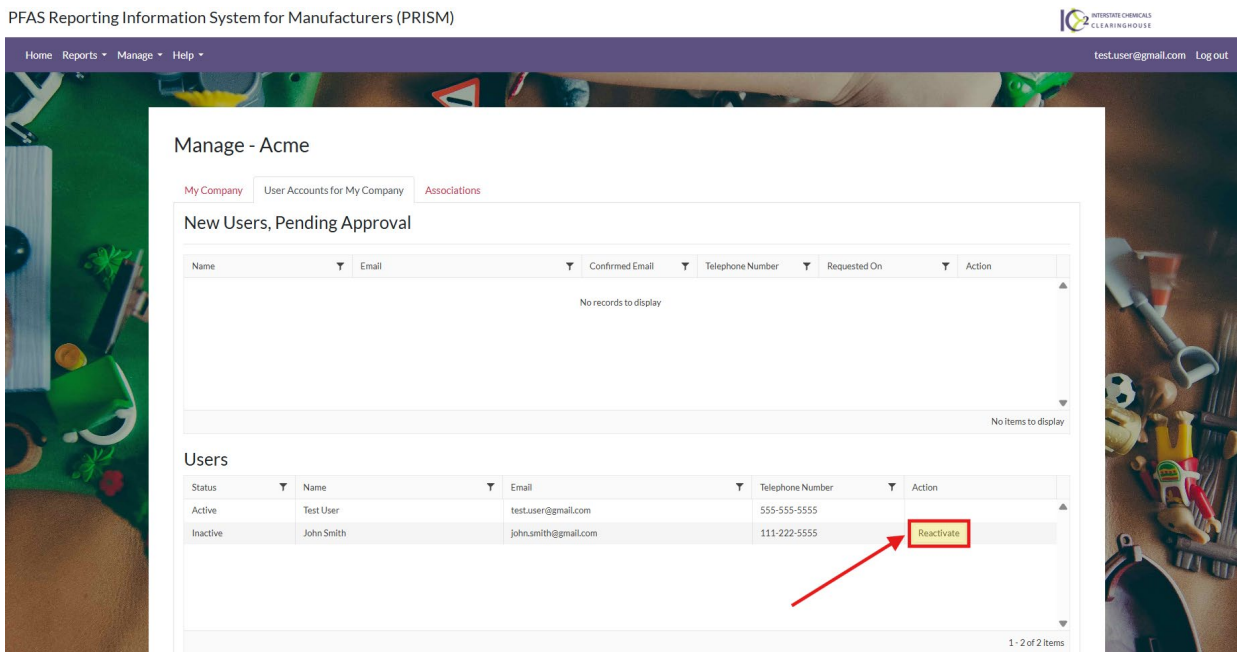
1. Click the Deactivate button for any users that should no longer have user privileges for your company.



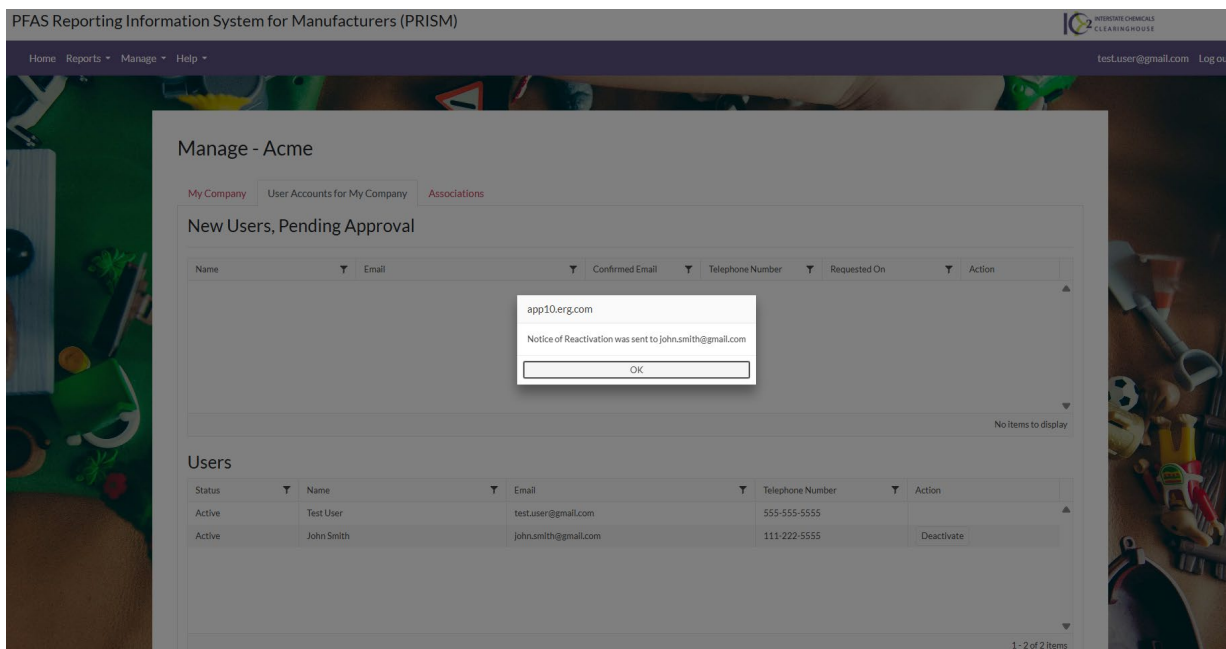
2. Once you click the Deactivate button, you will see a confirmation message that a notice of deactivation was sent to the user.



3. Click the Reactivate button for any users that should be reinstated with your company.



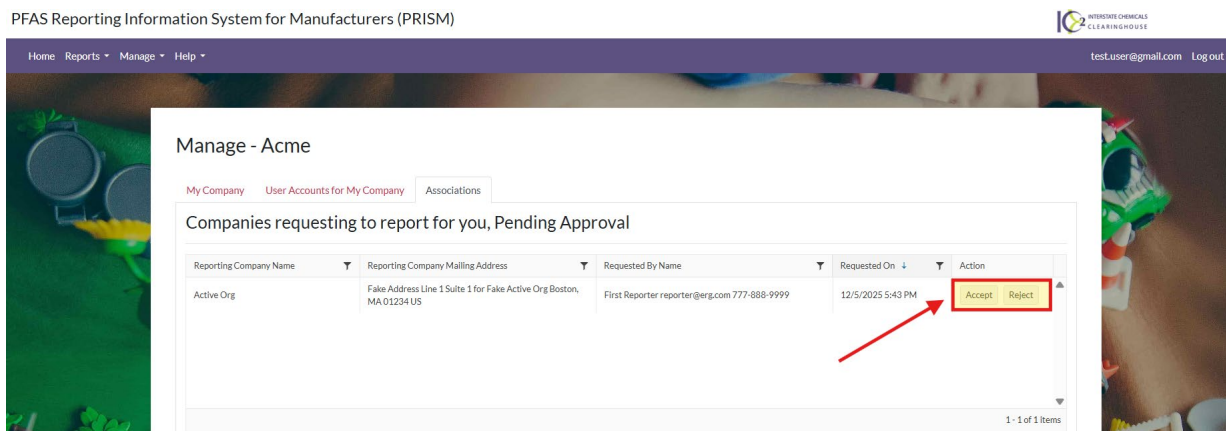
- Once you click the Reactivate button, you will see a confirmation message that a notice of reactivation was sent to the user.



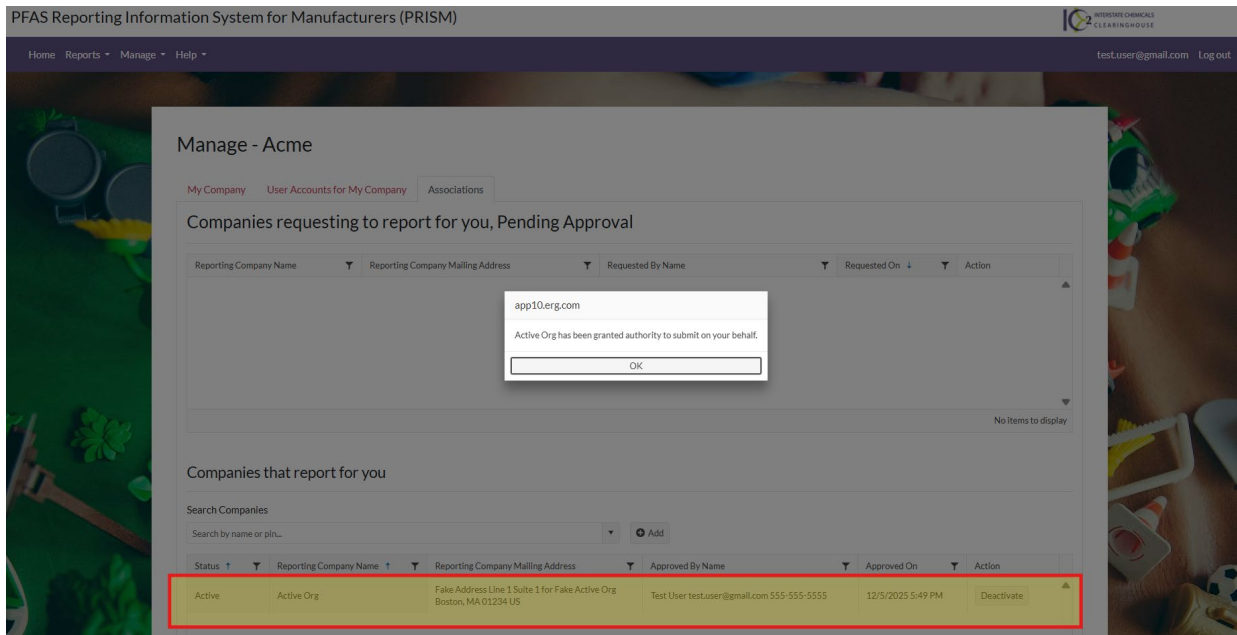
Associations

Companies Requesting to Report for You, Pending Approval

- The first table on the Associations tab is the Companies requesting to report for you, Pending Approval table. This table includes all companies that have requested to report on behalf of your company but have not yet been approved. Company details are displayed in the table. Click the Accept button to allow a company to report for you. Reject any companies you do not recognize, or that should not report for your company.

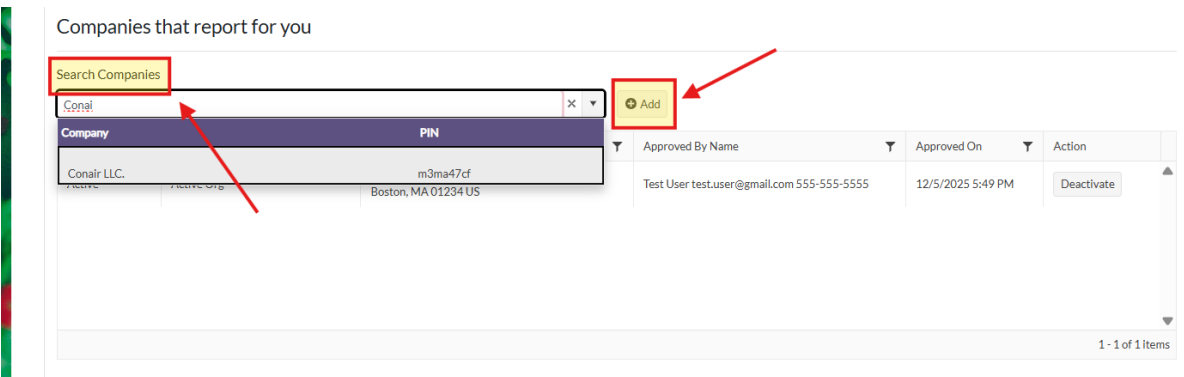


- Once you click the Accept button, you will see a confirmation message that the company has been granted authority to report on your behalf and the company will appear in the second table on this page, Companies that report for you. PRISM will send an email to the users of this company notifying them that they can report on your behalf.

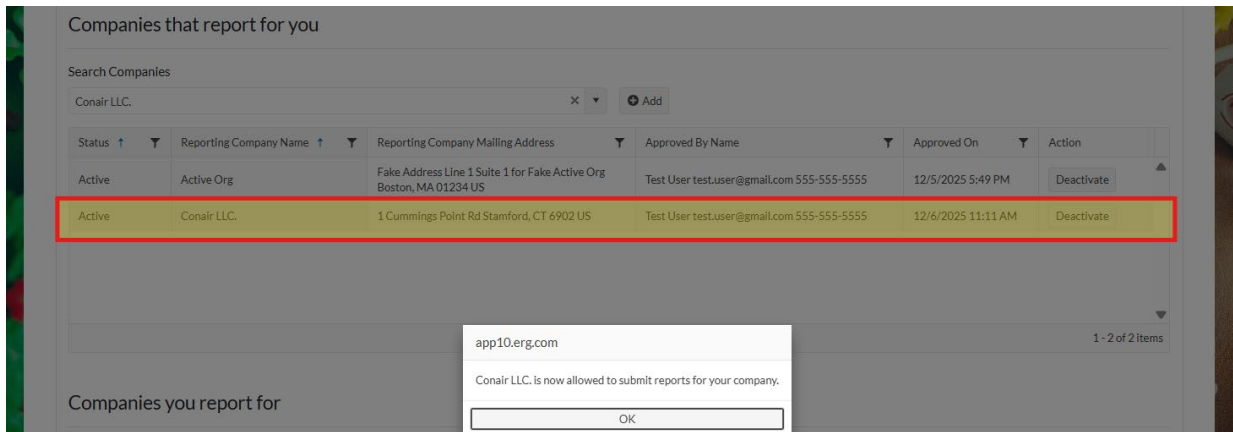


Companies That Report for You

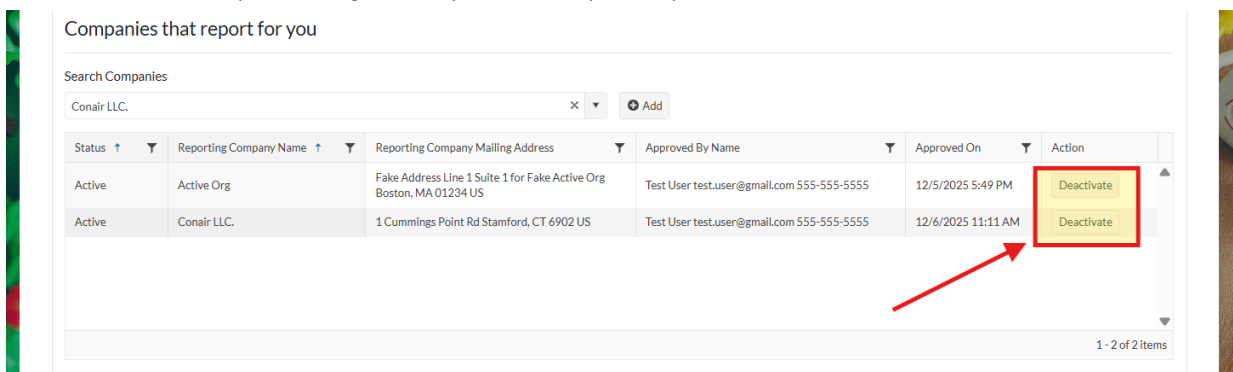
1. The second table on the Associations tab is the Companies that report for you table. Using this table, you can assign companies to report for you and you can deactivate companies so that they cannot report for you. To assign a company to report for you, find the company using the Search Companies feature and then click the Add button.



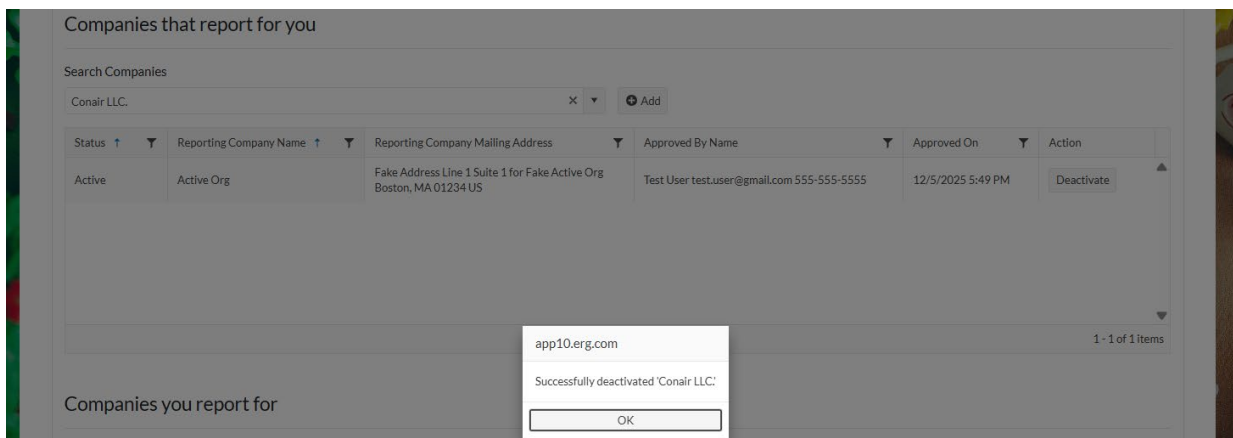
2. Once you click the Accept button, you will see a confirmation message that the company has been granted authority to report on your behalf and the company will appear in the second table on this page, Companies that report for you. PRISM will send an email to the users of this company notifying them that they can report on your behalf.



3. To deactivate companies using the Companies that report for you table, click the Deactivate button.



4. Once you click the Deactivate button, you will see a confirmation message that the company was deactivated.



Companies You Report for

1. The third table on the Associations tab is the Companies you report for table. This table shows you what companies your company can report for and any pending requests to report on behalf of another company.

Companies you report for

Search Companies

Search by name or pin... Add

Status	Accountable Company Name	Accountable Company Mailing Address	Approved By Name	Approved On	Action
Pending	Alphone Corporation	6670 185th Ave NE Redmond, Washington 98052 US			Resend Request
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	First Reporter reporter@erg.com 777-888-9999	12/6/2025 11:35 AM	Deactivate

1 - 2 of 2 items

- If you have pending requests, you may resend a request to report on behalf of another company by clicking the Resend Request button.

Companies you report for

Search Companies

Search by name or pin... Add

Status	Accountable Company Name	Accountable Company Mailing Address	Approved By Name	Approved On	Action
Pending	Alphone Corporation	6670 185th Ave NE Redmond, Washington 98052 US			Resend Request
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	First Reporter reporter@erg.com 777-888-9999	12/6/2025 11:35 AM	Deactivate

1 - 2 of 2 items

- To no longer report on behalf of another company, click the Deactivate button.

Companies you report for

Search Companies

Search by name or pin... Add

Status	Accountable Company Name	Accountable Company Mailing Address	Approved By Name	Approved On	Action
Pending	Alphone Corporation	6670 185th Ave NE Redmond, Washington 98052 US			Resend Request
Active	Active Org	Fake Address Line 1 Suite 1 for Fake Active Org Boston, MA 01234 US	First Reporter reporter@erg.com 777-888-9999	12/6/2025 11:35 AM	Deactivate

1 - 2 of 2 items

Change Password

- To change your password, click Manage from the top navigation and then Change Password from the menu or use this direct link: <https://prism.theic2.org/Manage/ChangePassword>.

Home Reports Manage Help

testUser@gmail.com Log out

Change Password

Current password

The Current password field is required

New password ⓘ

Confirm new password

Change password

2. Enter your current password, new password, and confirm your new password. Your password must be a minimum of 6 characters and include at least one of each of the following: upper case letter, lower case letter, number, and special character. You cannot use the same password more than once. Once you are finished making changes, click the Change password button. Error messages will display directly below any fields that you have not completed, or that have errors. You must resolve all errors before you can change your password. Once you click the Change password button, you will see a confirmation message that your password has been changed.

Home Reports Manage Help

testUser@gmail.com Log out

Manage

Your password has been changed.

My Profile

[Change your profile](#)

Email	testUser@gmail.com
Company Name	Acme ✎
Name	Test User
Job Title	
Telephone Number [US]	555-555-5555

Password

[Change your password](#)

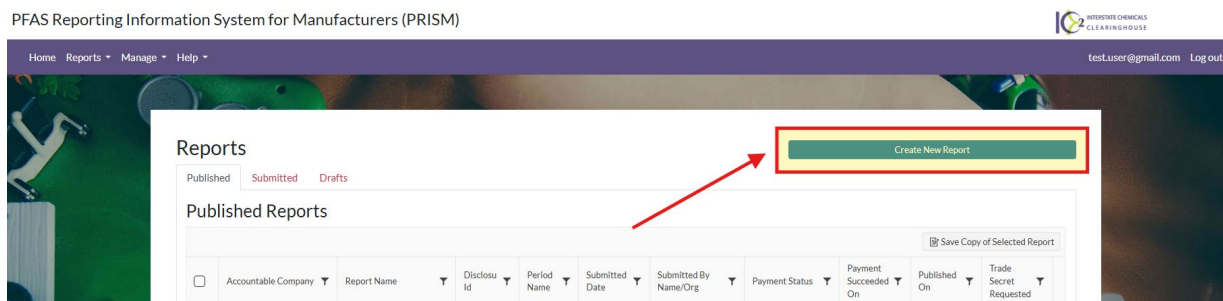
Reports

Reports are due to Minnesota on June 30, 2026. Following the initial report, updates are required when substantial changes are made to the information submitted in the initial report.

Create a Report

To create a report, click Reports from the top navigation and then Create Report from the menu or use this direct link: <https://prism.theic2.org/Reports>.

1. To create a new report, click the Create New Report button.



2. Next, in the pop-up window, select the Reporting Period and Company, and then the Start button. If your company has authority to submit reports on behalf of other companies, then those companies will appear in the Company drop-down. Otherwise, only your company will appear in the drop-down.

The 'Create Report' pop-up window contains the following text: 'Select the reporting period and company to create your report. Minnesota requires annual reporting per calendar year if any significant changes have been made. Each annual report is due February 1st of the following year. (e.g., for the 2026 reporting period which spans from January 1, 2026 to December 31, 2026 the report is due February 1, 2027.)' Below this text are two dropdown menus: 'Reporting Period' with '2024' selected, and 'Company' with 'Acme' selected. At the bottom are 'Start' and 'Cancel' buttons.

3. The resulting page displays a data entry table to enter brand name product model report details.

Home Reports Manage Help testuser@gmail.com Log out

Step 1. Create Report for Minnesota

Acme

Public Contact ⓘ Test User (test.user@gmail.com)

Report Name ⓘ

Reporting Period X

Cancel Save & Exit

Upload Validate Show Validation Rules Show All Errors Save

	A	B	C	D	E	F	G	H	I	J	K	L	
	Brand Name	Product Model	Product Code Type	Other Code Type Name	Product Code	Component	PFAS Identifier Type	Other PFAS Identifier Type Name	PFAS Name	PFAS Function	PFAS Range	Trade Secret	Trade Secret
1													
2													
3													

On this page, the buttons perform the following actions:

- **Cancel** exits to the home page without saving the data and is only active after you create, edit, or delete data on the page.
- **Save & Exit** saves the entered data and returns the user to the home page. Data must be valid to save.
- **Upload** prompts the user to select a file to upload report data (see additional details below).
- **Validate** validates the data entered on the page. If there is data that doesn't follow the validation rule, then a pop-up window will communicate the first row with validation errors. Table cells with validation errors will display with red highlight.
- **Show Validation Rules** opens a browser tab with all the validation rules.
- **Show All Errors** displays information about all the validation errors. Table cells with validation errors will display with red highlight.
- **Save** saves the entered data and stays on the report page. This button is only active after data changes are made to a report.

The report name and reporting period are also editable on this page and save immediately. The [validation rules](#) page provides a detailed description of the rules that the data must follow including whether the data element (i.e., column in the spreadsheet) is required and any format rules. Many of the data elements include drop-down picklists to improve data accuracy.

4. You may enter brand name product model report details manually or by importing data. To import data, click the Upload button and in the resulting pop-up window, download the template.

Home Reports Manage Help

test.user@gmail.com Logout

Step 1. Create Report for Minnesota

Acme

Public Contact [?] Test User (test.user@gmail.com)

Report Name [?] Report for Acme (12/8/2025)

Reporting Period 2024 X

Cancel Save & Exit

Upload Validate Show Validation Rules Show All Errors Save

A1	Brand Name	Product Model	Product Code Type	Other Code Type Name	Product Code	Component	PFAS Identifier Type	Other PFAS Identifier Type Name	PFAS Name	PFAS Function	PFAS Range	Trade Secret	Trade Secret
1	Brand Name	Product Model	Product Code Type	Other Code Type Name	Product Code	Component	PFAS Identifier Type	Other PFAS Identifier Type Name	PFAS Name	PFAS Function	PFAS Range	Trade Secret	Trade Secret
2													
3													

Upload Brand Name Product Model Data

Use the template **.xlsm** to upload Brand Name Product Model data.

Upload Type

☒ Replace Existing Data

☐ Append To Existing Data

Select files... Drop files here to upload

Close

If you use the Brand Name Product Model Template, the entered data must follow the [validation rules](#). The template includes picklists to help you follow these rules, and the cell will turn red if the cell's contents violate the cell validation rules. You can paste data into the template, but the entered values must correspond to the pick list values. The PFAS (Reference) tab provides a list of valid PFAS and their corresponding CARN, TSCARN and EC codes, where available. If the validation rules are not followed, then the file will not upload.

- When you are ready to upload an Excel file, click the Select files ... button to select the file for upload. The file will appear under the Select files... button. Click the Upload button to upload the file to your report.

Upload Brand Name Product Model Data

Use the template (.xlsm) to upload Brand Name Product Model data.

Upload Type
☒ Replace Existing Data
☐ Append To Existing Data

Select files...
Drop files here to upload

BNPM Upload File.xlsm
81.71 KB

Upload
Clear

Close

When the upload is complete, the message File(s) uploaded successfully will appear under the file name.

Upload Brand Name Product Model Data

Use the template (.xlsm) to upload Brand Name Product Model data.

Upload Type
☒ Replace Existing Data
☐ Append To Existing Data

Select files...
Done

BNPM Upload File.xlsm
File(s) uploaded successfully.

Close

If the file selected for upload does not follow the validation rules, then a pop-up window will display after attempting to upload the file and a second pop-up will include the message File(s) failed to upload.

Report for A
Upload Brand Name Product Model Data

File Upload Failed

The file upload was not successful because of the following reason:
Spreadsheet indicated that errors exist.

Please correct the invalid rows and confirm that you are using the current BNPM Upload Template before uploading the file.

OK

Files(s) failed to upload.

Show All Errors
Close

29 | 33

Upload Brand Name Product Model Data

×

Use the template (.xlsm) to upload Brand Name Product Model data.

Upload Type

☒ Replace Existing Data
 ☐ Append To Existing Data

Select files...

① Done

BNPM Upload File.xlsm

File(s) failed to upload.

↺

×

Close

If the file upload was successful, click the Close button to remove the pop-up window and reveal the uploaded data in the spreadsheet.

PFAS Reporting Information System for Manufacturers (PRISM)

IC2 INTERSTATE CHEMICALS CLEARINGHOUSE

testuser@gmail.com Log out

Home Reports Manage Help

Step 1. Create Report for Minnesota

Acme

Public Contact

Test User (test.user@gmail.com)

Report Name

Report for Acme (12/8/2025)

Reporting Period

2024

×

Cancel

Save & Exit

Upload Validate Show Validation Rules Show All Errors

Save

A1	fx	Brand Name												
1	A	B	C	D	E	F	G	H	I	J	K	L		
	Brand Name	Product Model	Product Code Type	Other Code Type Name	Product Code	Component	PFAS Identifier Type	Other PFAS Identifier Type Name	PFAS Name	PFAS Function	PFAS Range	Trade Secret	Trade S	
2	Brand Name 1	Product Model 1	UPC		123456789012	Synthetic Polymers (synthe	EC		1,4-Dioxane	Texture	100 ppm to <1,000 ppm (0. No			
3														

After uploading data, you may continue to add, edit, and delete data. When you are finished editing your report, click the Save & Exit button to save the data and return to the home page.

Submitted Reports

To access submitted reports, click Reports from the top navigation and select My Reports from the menu. Then, click on the Submitted tab.

The screenshot shows the 'Reports' section of the PRISM application. The 'Submitted' tab is selected, displaying a table of submitted reports. The table has columns for Accountable Company, Report Name, Disclos Id, Period Name, Submit Date, Submitted By Name/Org, Payment Status, Payment Succeeded On, Trade Secret Requester, and Edit In Progress. A 'Create New Report' button is visible in the top right.

Accountable Company	Report Name	Disclos Id	Period Name	Submit Date	Submitted By Name/Org	Payment Status	Payment Succeeded On	Trade Secret Requester	Edit In Progress
Active Org	Report for Active Org (9/10/2025)	MIN-YPKAQAS	2024	9/10/2025 8:40 PM	First Reporter (reporter@erg.co... (Active Org)	Not Needed		No	No
Active Org	Report for Active Org (9/10/2025)	MIN-GG3IV92	2022	9/10/2025 1:40 PM	First Reporter (reporter@erg.co... (Active Org)	Not Needed		No	No
Alphone Corporation	Report for Alphone Corporation (9/9/2025)	MIN-C4B11M	2022	9/9/2025 2:36 PM	First Reporter (reporter@erg.co... (Active Org)	Complete	9/12/2025 4:32 PM	No	No
Active Org	Report for Active Org (5/28/2025)	MIN-WO9GN...	2024	9/5/2025 2:28 PM	First Reporter (reporter@erg.co... (Active Org)	Not Needed		No	No

On the Submitted tab are all the submitted reports from companies for which you have authority to submit. Click a report name to view the report.

To save a copy of a submitted report, first select the report and then click the Save Copy of Selected Report button. In the pop-up box, enter the Reporting Period and Company using the drop-down lists and click the Start button.

The screenshot shows the 'Reports' section with the 'Submitted' tab selected. A 'Copy Report' pop-up dialog is open, prompting the user to select the reporting period and company for a new report based on the selected report, 'Report for Active Org (9/10/2025)'. The dialog includes fields for State (Minnesota (MN)), Reporting Period (2022 due 12/31/2022), and Company (Active Org). A 'Create Copy' button is visible at the bottom of the dialog. The 'Save Copy of Selected Report' button in the background is highlighted with a red box.

After you click the Create Copy button, the copy of the report will open, and you can edit, add, and delete data in the report.

Draft Reports

To access draft reports, click Reports from the top navigation and select My Reports from the menu. Then, click on the Drafts tab.

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Reports

Published Submitted Drafts Create New Report

Draft Reports

Delete Save Copy of Selected Report

<input type="checkbox"/>	Accountable Company	Report Name	Period Name	Report Id	Modified On	Updated By	Action
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2023	7840	12/8/2025 10:29 PM	test.user@gmail.com	Delete
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2022	7839	12/8/2025 10:29 PM	test.user@gmail.com	Delete

On the Drafts tab are all saved draft reports. Click a report name to edit the report. Delete reports using the Delete buttons. You can delete drafts one by one using the Delete buttons in the table rows or select to delete one or more reports using the checkboxes in the leftmost table column and clicking the Delete button at the top of the table.

Home Reports Manage Help testuser@gmail.com Log out

Reports

Published Submitted Drafts Create New Report

Draft Reports

Delete Save Copy of Selected Report

<input type="checkbox"/>	Accountable Company	Report Name	Period Name	Report Id	Modified On	Updated By	Action
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2023	7840	12/8/2025 10:29 PM	test.user@gmail.com	Delete
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2022	7839	12/8/2025 10:29 PM	test.user@gmail.com	Delete

After you click the Delete button, you will see a message to confirm that you want to delete the report. Click the OK button to delete the record. If you do not want to delete the record, click the Cancel button.

Reports

Published Submitted Drafts Create New Report

Draft Reports

Delete Save Copy of Selected Report

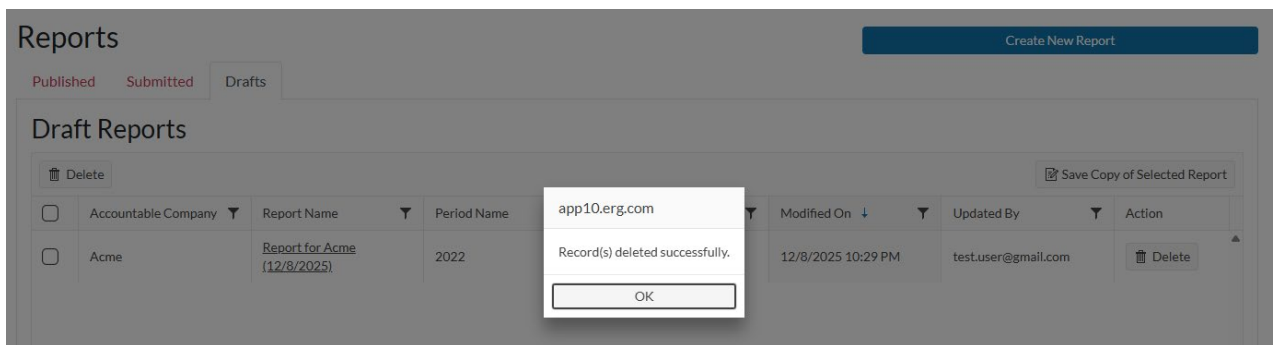
<input type="checkbox"/>	Accountable Company	Report Name	Period Name	Report Id	Modified On	Updated By	Action
<input checked="" type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2023	7840	12/8/2025 10:29 PM	test.user@gmail.com	Delete
<input type="checkbox"/>	Acme	Report for Acme (12/8/2025)	2022	7839	12/8/2025 10:29 PM	test.user@gmail.com	Delete

app10.erg.com

Are you sure you want to delete? This cannot be undone.

OK Cancel

After you click the OK button, you will see a confirmation message that your records have been deleted successfully. The records are no longer visible in your inventory.

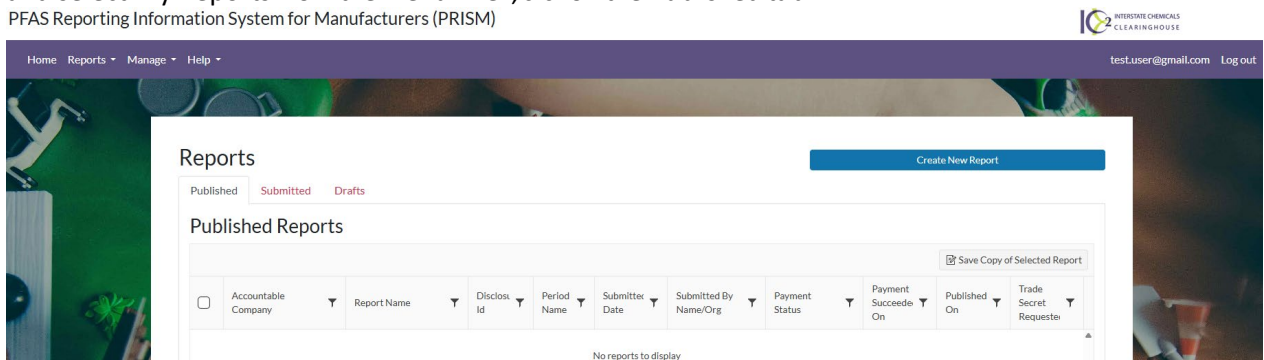


You may also save a copy of a draft report the same way you save a copy of a submitted report. Go to [Submitted Reports](#) for details. After you click the Create Copy button, the copy of the report will open, and you can edit, add, and delete data in the report

Published Reports

To access published reports (i.e., reports that are publicly available), click Reports from the top navigation and select My Reports from the menu. Then, click on the Published tab.

PFAS Reporting Information System for Manufacturers (PRISM)



On the Published tab are all your published reports (i.e., reports that have been published and are available on the public search (<https://prims.theic2.org/Search>)). Click a report name to access a read-only version of the report. You may copy submitted reports the same way you copy draft reports. Go to [Draft Reports](#) for details.